DOCUMENT RESUME

ED 318 701 SP 032 197

AUTHOR Bernardi, Ray D.
TITLE Teaching in Other Countries. An Overview of the Opportunities for Teachers from the U.S.A.
PUB DATE 2 Dec 89
NOTE 50p.; Paper presented at the Annual Meeting of the American Vocational Association (Orlando, FL, December 1-5, 1989). Printed on colored stock, therefore some lists may not reproduce clearly.
PUB TYPE Speeches/Conference Papers (150) -- Reports - Descriptive (141)

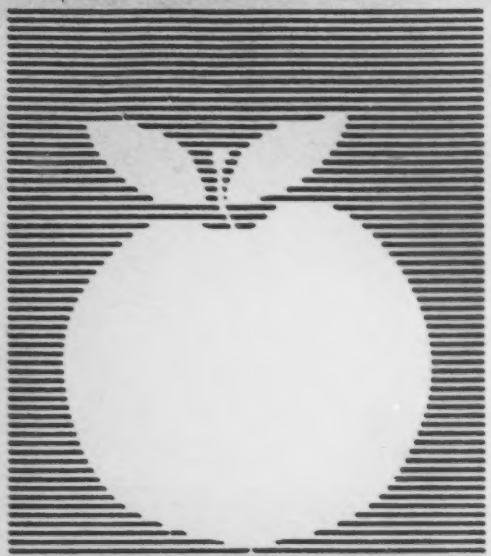
EDRS PRICE MF01/PC02 Plus Postage.
DESCRIPTORS *Cultural Differences; *Culture Conflict; Foreign Countries; *Overseas Employment; *Teacher Exchange Programs; *Teaching (Occupation); Teaching Conditions; Vocational Adjustment

ABSTRACT

Suggestions are made for teachers considering teaching abroad. The following topics are covered: (1) problems encountered in working in a foreign environment, e.g., culture shock; (2) general considerations in making the decision to teach overseas; (3) steps to follow when seeking an overseas position; (4) overseas employment opportunities with the Department of Defense Dependents Schools; (5) overseas placement services for educators; (6) The University of Maryland Overseas Program; (7) international jobs--teaching; (8) an alphabetical list of 225 Overseas American Community Schools; (9) answers to questions regarding recruitment for international schools; and (10) the Fulbright Teacher Exchange Program. (JD)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

ED318701



TEACHING IN OTHER COUNTRIES

An overview of the opportunities for

TEACHERS FROM THE U.S.A.

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY

R.D. Bernardi

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

U.S. DEPARTMENT OF EDUCATION
Office of Educational Research and Improvement
EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

☒ This document has been reproduced as received from the person or organization originating it.

☐ Minor changes have been made to improve reproduction quality.

• Points of view or opinions stated in this document do not necessarily represent official OERI position or policy.

PRESENTED BY DR. RAY D. BERNARDI
AMERICAN VOCATIONAL ASSOCIATION CONVENTION
ORLANDO, FLORIDA
SATURDAY, DECEMBER 2, 1989

SP032197

BEST COPY AVAILABLE

TABLE OF CONTENTS

	Page
Teaching Opportunities Overseas	1
Why Teach Overseas?	1
Points to Ponder about Teaching Overseas	2
To Get Away from Your Problems	2
Unpredictability	2
Frustration/Irritation	2
Money	2
"Extra" Skills Needed by an Overseas Teacher	3
Coping with Culture Shock	3
Fascination	3
Friendship	4
Frustration	4
Fulfillment	4
Avoiding Culture Shock	4
Making the Final Decision about Teaching Overseas	5
Leaving the United States (Home)	5
Doing the Work Overseas	5
Being in Another Country	6
General Considerations	6
Steps to Follow When Seeking an Overseas Position	6
Overseas Employment Opportunities for Educators with the Department of Defense Dependents Schools	8
Location of DoDDs Schools	9
Information about the DoDDs School System	10
Salary and Benefits with the DoDDs Schools	11
Overseas Placement Service for Educators Provided by the University of Northern Iowa	12
The University of Maryland Overseas Program	15
International Jobs--Teaching	16
Alphabetical List of 225 Overseas American Community Schools	21
Answers to Questions Regarding Recruitment for International Schools	27
The Fulbright Teacher Exchange Program	31
The International Society for Business Education (ISBE) (Societe Internationale pour l'Enseignement Commercial--SIEC)	32

INTERNATIONAL BUSINESS EDUCATION

Teaching Opportunities Overseas

Presenter: Dr. Ray D. Bernardi

Saturday, December 2, 1989
AVA Convention, 1989
Orlando, Florida

WHY TEACH OVERSEAS?

There are almost as many reasons why teachers want to teach in another country as there are teachers who go, but some common threads do emerge from a careful study of this variety of reasons.

Perhaps the most obvious is the simple desire for travel and a new experience. All of us want a change now and then, and teachers are no exception. How many of us, gazing out of our classroom window on a bleak Monday morning in February have wished we were doing something more exciting--and teaching overseas seems to offer the opportunity for both escape and rejuvenation at the same time. And so it does, approached with caution, clear vision and careful planning.

Teaching in a new and different environment also offers the chance to try out new professional ideas and to revitalize teaching styles. Immersion in a new culture, and often in a new language, brings the nature of teaching into perspective, perhaps giving the individual teacher a long-awaited chance to experiment with a new curriculum, or simply refine and hone professional skills that may be suffering from at least a touch of atrophy in surroundings that may have ceased to offer much in the way of pedagogical stimulation.

Many other reasons have motivated teachers to choose a foreign teaching post. The opportunity for new friendships, for new cultural experiences, and for new gastronomic pleasures rank high among these, and all of them are available for the teacher who is willing to take the plunge.

In talking to teachers who have taught overseas, most, if not all, of them found that their motivation to go did lead them to an experience that did enrich, stimulate and frustrate and infuriate. Why one should teach overseas is not a question which should be asked, or answered, lightly; but it is one that many teachers in the past have faced. Those who have come to a positive realization about their own personal motivation for going overseas have nearly always enjoyed the challenge that it posed, and the benefits it offered.

POINTS TO PONDER ABOUT TEACHING OVERSEAS

Although the decision to teach overseas has some glamorous and practical advantages, there are also disadvantages to be considered, and even some snares for the unwary and ill-prepared.

To Get Away from Your Problems

Teaching overseas is no solution to problems that already exist in the personal environment at home. Support systems disappear, a new environment increases physical stresses (at least at first) and subtle challenges arise from the new environment to test the strongest of us. Before you decide to teach overseas, make sure that those who will go with you, or those you love who are staying behind, are 100 percent behind you. Without resolving personal problems at home the chances of a successful overseas teaching experience are definitely diminished.

Unpredictability

The new environment has its own ways of testing newcomers. The biggest and most omnipresent of these is unpredictability. Most of us are creatures of habit, and have our ways of regulating our lives that make us feel comfortable and content. How will we react when these are taken from us, and we are not sure what to put in their place? Being flexible and able to deal with crises as they occur--and they will--is a big part of being a teacher overseas. Living and working in a new culture is, by its very nature, an unpredictable experience. BUT, ISN'T THAT ONE OF THE MAIN REASONS WHY ONE WANTS TO TEACH OVERSEAS?

Frustration/Irritation

Close cousins to unpredictability are frustration and irritation. How short is your fuse? Teaching overseas often requires a great deal of patience with situations and/or people that we would find intolerable in our own home environment. In the new environment where we are foreigners, we are forced not only to tolerate but to accept situations which we can think of positively as learning experiences. Patience, tolerance, and an ability to accept the unacceptable are part of every overseas teacher's arsenal. Those who do not possess these gifts in abundance would do well to reconsider carefully.

Money

On a final practical note, even money can be a consideration, too. Very few teachers are lucky enough to get rich teaching overseas, the experience may drain rather than replenish the coffers.

"EXTRA" SKILLS NEED BY AN OVERSEAS TEACHER

Teaching overseas is obviously a two-edged sword--it delights and frustrates, gives and takes away, rewards and punishes. In his book, Survival Kit for Overseas Living, (good reading for someone considering an overseas teaching post), Robert Kohls lists the following skills possessed by the ideal overseas teacher. How many of them do you possess?

1. Tolerance for ambiguity
2. Low goal/task orientation
3. Open-mindedness
4. Non-judgmentalness
5. Empathy
6. Communicativeness
7. Flexibility/adaptability
8. Curiosity
9. Warmth in human relationships
10. Motivation
11. Sense of humor
12. Self-reliance
13. Strong sense of self
14. Perceptiveness
15. Tolerance for differences
16. Ability to fail

Dr. Kohls suggests that any teacher going overseas rate himself/herself on a scale of one to five for each of these items. If the total is less than 15, he says, you've got some work to do!

COPING WITH CULTURE SHOCK

No consideration of the possibility of living and working overseas in any profession would be complete without at least giving some thought to the culture shock phenomenon. It is an inevitable part of moving from a known environment to an unknown one. Whether you plan to teach in Britain, Burma or Botswana, coping with culture shock, to whatever extent it may smite you, is going to be part of the adjustment experience.

Experts writing on culture shock have identified four distinct phases that anyone living in a new culture goes through. The length of each phase varies with the individual but, in general, each phase lasts longer than the preceding one. The four phases seem to be:

1. Fascination: An initial period of time when everything is new; there are seemingly few problems since everyone is being extremely accommodating and the predominant feeling is one of exhilaration at being overseas after a long period of anticipation.

2. Friendship: Immediately following the initial euphoria comes the stage in which the need to build a new social structure to replace the one left behind becomes paramount. At this time there is an understandable, but potentially dangerous, tendency to gravitate exclusively to the company of one's fellow countrymen (small "c") for friendship, and to take refuge in the familiar--a situation which can easily solidify into the "we-they" syndrome in the third stage.

3. Frustration: After enough time has elapsed to become familiar with the country, to make initial contacts with the people and to come to grips with the requirements of the new job, a stage of depression begins (often inadvertently fueled by the mutual support from the expatriate group), where the problems and difficulties that are an inevitable part of the adjustment process seem to outweigh any possible, or potential, sense of achievement. The people seem to become intransigent, the physical environment unpleasant and the demands of the job impossible to fulfill. The result may be hostility towards the host country and those who are in authority and it becomes the predominant emotion, and homesickness results--sometimes to such a degree that there is a tendency to decide that the whole experience is not worth it and that an early return home is preferable to remaining permanently miserable.

4. Fulfillment: Fortunately, although the previous stage can be a very difficult one to live through, it does usually come to an end with the growth of cultural awareness and leads into a period in which the experience of teaching overseas becomes both fulfilling and rewarding. The onset of this phase stems from a personal realization and acceptance that the new environment, in all its aspects, is unlikely to change and so that if the experience is to be satisfying, it is the individual who must adapt to the new environment by learning to operate within its confines. This may require compromises, often many of them, but it will also result in a realization that conflicts can be worked out and that the potential for success and happiness during the time spent overseas is as great as the individual is prepared to let it be.

There is no way of avoiding culture shock to some degree when going to live in a new country, but there are ways to minimize its impact and to cut down on the length of time occupied by the frustration and hostility stage. They are:

1. Be aware of what is happening, recognize the symptoms of culture shock and share your feelings with others to avoid the feeling of isolation which is so distructive in the long run.

2. Find new ways of coping with old (and new) problems, so that flexible thinking can lead to satisfactory resolutions instead of permanent inertia.

3. Finally, and perhaps most important, it is imperative to have reasonable expectations from the overseas teaching experience and living in a new culture (if one expects the new environment to be similar to the one at home, stay home!).

MAKING THE FINAL DECISION ABOUT TEACHING OVERSEAS

Almost time to make the final decision! If you have read this far, you may feel that what is needed now is some way of deciding whether to proceed further and start looking at the actual possibilities of teaching overseas.

There are three fundamentally important questions to answer here:

1. Would I function well as a teacher overseas?

2. Would I enjoy the experience?

3. Am I going to actively seek an overseas position?

To get some idea of how you might answer these fundamental questions, the issues which they address have been divided into twenty small and more concrete areas. Be honest with your answers. They'll help you answer the big questions!

Leaving the United States (Home)

1. What emotional ties do I have with the USA, Florida, the area where I live in the USA? Could I deal with them at a distance?

2. What practical commitments do I have in the USA? Can they be dealt with by others in my absence?

3. How will I react to another country in which the customs and traditions are quite different from those in the USA?

4. Will I feel cut off if I am not involved in what goes on around me the same way as I am in the USA?

5. How well will I cope with homesickness and loneliness?

6. How well will I cope when I return and resume my life in the USA?

Doing the Work Overseas

7. How do I feel about leaving my present job? What ways are open to me to go overseas to teach?

8. What kind of overseas teaching experience will I be able to find? (DoDDs, U.S. Community School, Foreign School, etc.)?

9. How easy is it for me to adapt my skills and methodology to different requirements?

10. How well do I cope with frustration/failure in my work?

11. How important is being familiar and comfortable with the school environment to me?

12. How willing am I to adapt to a new student population?

Being in Another Culture

13. How will I react to being suddenly cut off from things that I enjoy doing?

14. How easy is it for me to establish new relationships with people?

15. Do I have any prejudices? What are they? How could they affect my attitude toward others?

16. How important is my personal freedom to do what I want? Could I survive curtailment of this freedom? To what degree?

17. How much privacy do I need? Could I survive with very little?

18. How important are my material possessions? Could I do without the majority of them for a while?

General Considerations

19. How well do I know myself? What I am <u>really</u> like?

20. How willing am I to venture somewhat blindly into the urknown?

NOW, ARE YOU READY TO "MAKE THE FINAL DECISION" ABOUT SEEKING AN OVERSEAS TEACHING POST?

STEPS TO FOLLOW WHEN SEEKING AN OVERSEAS POSITION

Educators seeking overseas employment should begin the application process a year in advance of the intended starting date. Consider the following suggestions when looking for a position:

1. Begin by identifying schools of interest. Names and addresses of schools may be obtained through various directores such as "The ISS Directory of Overseas Schools" which provides data on over 600 overseas schools which hire American (U.S.) educators.

2. Begin corresponding with the appropriate Headmasters and Superintendents. Because of postal delays associated with overseas mail, you may wish to provide more information in your initial correspondence than you would when seeking a stateside position. Send a resume/vita, transcript of course work, letter(s) of recommendation, and verification of certification at this time. Many overseas school administrators make a recruiting trip to the United States each year in February or March which provides the opportunity for applicants to obtain interviews.

3. For the Department of Defense schools (DoDDs), write for a copy of their publication, Overseas Employment Opportunities for Educators, which contains all of the relevant data for making an application. The mailing address for this publication is:

Department of Defense
Office of Dependents Schools
2461 Eisenhower Avenue
Alexandria, VA 22331-1100

4. Consider enlisting the aid of a placement service which specializes in the placement of educators overseas. There are two universities which sponsor OVERSEAS RECRUITING FAIRS. Such events bring together large numbers of candidates and administrators for face-to-face interviews. A small registration fee is required for the services rendered. For information about the fairs, write:

Overseas Placement Service
for Educators
University of Northern Iowa
Room 152, Gilchrist Hall
Cedar Falls, IA 50614

Educational Career Services
University of California
at Los Angeles
405 Hilgard Avenue
Los Angeles, CA 90024

There are several private organizations which also sponsor overseas recruiting fairs. A placement fee is charged. Two of them are:

International Schools
Services
P.O. Box 5910
Princeton, NJ 08540

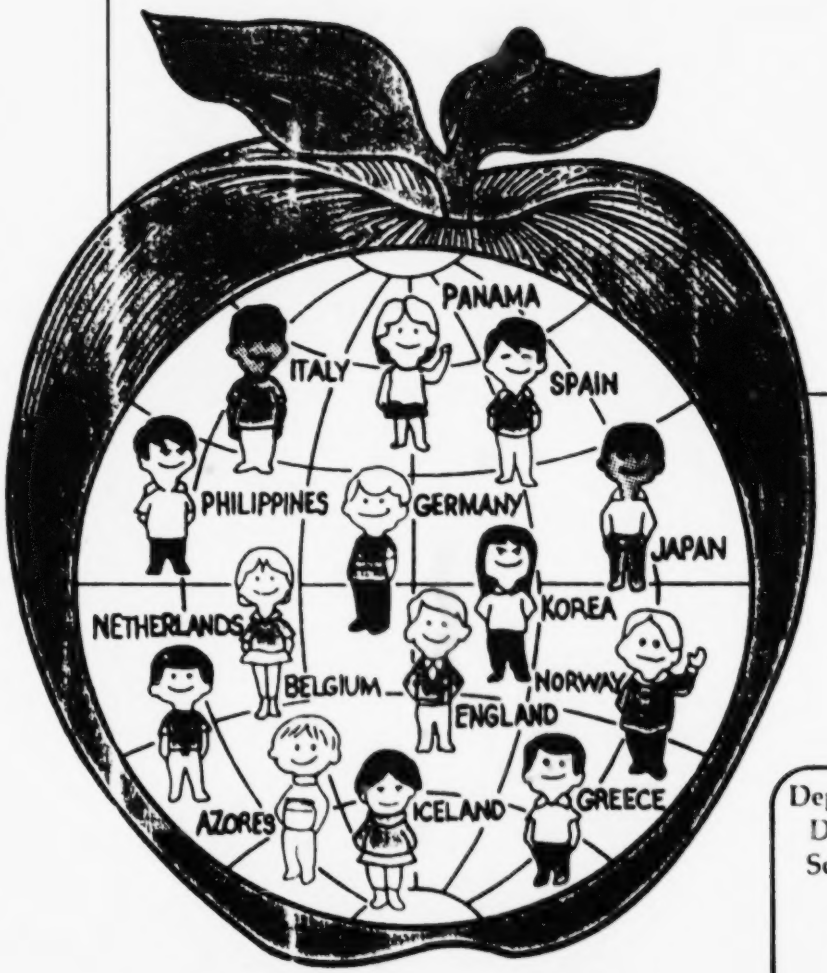
Teacher Overseas Recruiting
Centers
P.O. Box 9027
Cleveland, OH 44109

5. Apply for a passport and begin thinking about necessary arrangements for a one, two, or three year commitment.

6. Begin researching the countries of your choice. This will help you make a favorable impression during an interview and may also assist you with the adjustment of living overseas should you accept a position.

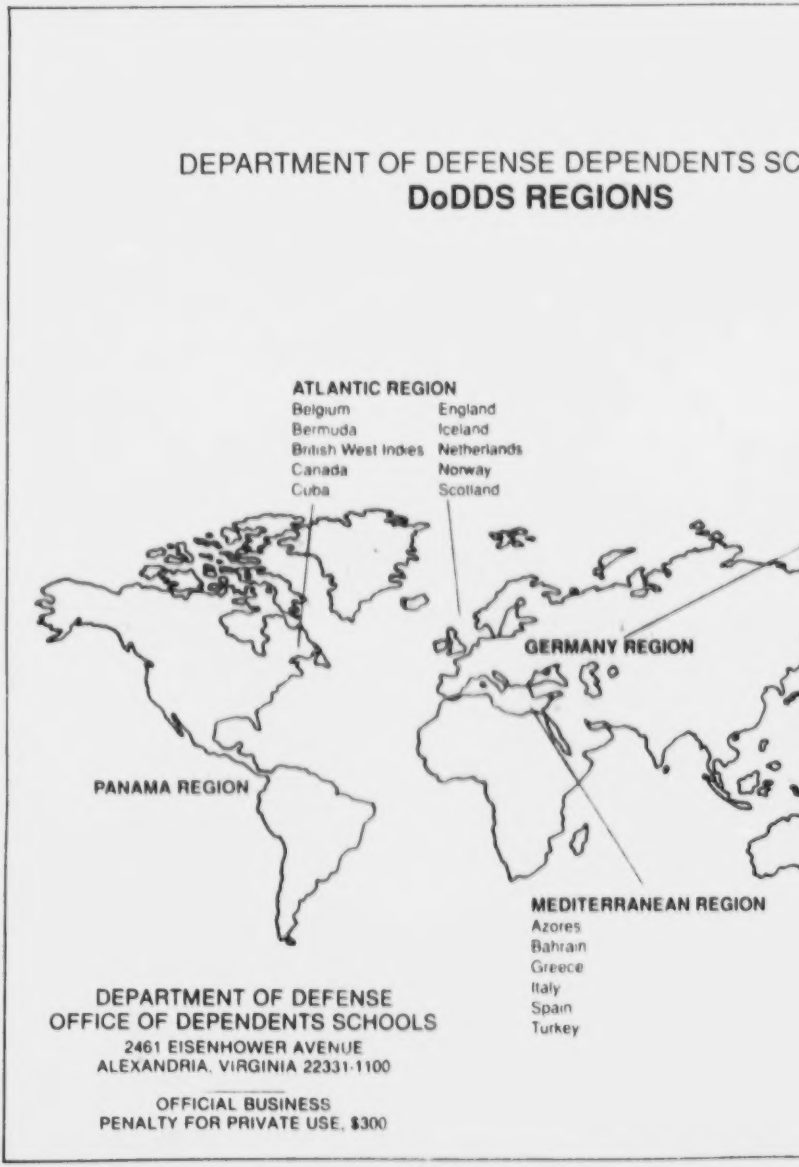
RAY D. BERNARDI

Overseas Employment Opportunities for Educators



Department of Defense
Dependents Schools
School Year 1990-91

This map shows the location of schools op
the children of U.S. personnel living abr



perated by the U.S. government for
road.

This map shows the location of schools operated by the U.S. government (Dept. of Defense) for U.S. personnel living abroad.

9

FOREWORD

Elementary and secondary schools have been operating on U.S. military bases overseas since 1946 for the children of military and civilian personnel assigned overseas. The Department of Defense Dependents Schools (DoDDS) provides educational opportunities comparable to those offered in the better school systems in the United States. This segment of U.S. public education consists of approximately 271 elementary, middle, junior high, and high schools and a community college. The schools are located in 19 countries around the world, with an enrollment of approximately 153,000 students, and are staffed with approximately 16,000 employees. The overseas school system is one of the largest U.S. school systems; it is exceeded in enrollment by only a few other school systems.

Courses of study parallel those of the public schools in the United States, and standard textbooks are used. Students vary in background and heritage as widely as the regions within the United States from which they come. Frequent changes in home and school result in some adjustment problems, but the students usually adapt rapidly to their new environments. The general atmosphere in the overseas dependents' schools is similar to that found in schools in the United States.

Some of the elementary schools are small, and the teachers must teach multiple grades. Many junior high schools have only four to eight staff members, and each educator may be required to teach in more than one field and should be willing to conduct at least one extracurricular activity. There are a number of high schools with enrollments of less than 500 as well as some much smaller elementary schools. The North Central Association of Colleges and Schools is the accrediting association of DoDDS and considers the standards contained in this brochure as the official educator qualification requirements for the overseas school system.

Please review this brochure carefully, as it contains valuable information with regard to recruitment procedures. The qualification standards contained in this brochure are the minimum standards used throughout DoDDS for appointments overseas (and in the United States) and represent minimum certification requirements. Please do not ask for waivers of the requirements or qualification standards. These standards were designed in an effort to provide the best quality educational system possible for U.S. military and civilian dependents living overseas.

Your consideration of our program is appreciated. If you have questions regarding the qualification requirements, you may contact the recruitment and assignments staff.

Mervin Scott
Personnel Director
Department of Defense
Dependents Schools

ATLANTIC REGION
Belgium, Bermuda, Canada (Newfoundland), Cuba, England, Iceland, Netherlands, Norway, Scotland

GERMANY REGION

MEDITERRANEAN REGION
Azores, Bahrain, Greece, Italy, Spain, Turkey

PACIFIC REGION
Japan, Korea, Okinawa (Japan), Philippines

PANAMA REGION

D. LENGTH OF ASSIGNMENT

The tour of duty may be one or two school years depending on the area of assignment. Selected applicants must sign a Transportation Agreement to remain overseas for the tour of duty in consideration for which transportation at Government expense to and from the overseas area will be furnished. Selected applicants will also be required to sign a mobility certificate indicating that they understand that they may be reassigned to other school positions of comparable grade and salary for which they are determined qualified. Such assignments may be to any location where the DoDDS operate. Selected applicants who do not complete the tour of duty or who leave before the completion of assignment for reasons unacceptable to appropriate officials, must bear the expense of return transportation to the United States and may be required to reimburse the government for the expense of transportation to the overseas station.

E. SALARY AND BENEFITS

1. Rates of Pay

Overseas salaries are comparable to the average of the range of rates for similar positions in urban school jurisdictions in the U.S. having a population of 100,000 or more. Teachers, librarians, school nurses, dormitory counselors, and certain other school personnel whose services are required on a school year basis, are covered by the "Defense Department Overseas Teachers Pay and Personnel Practices Act." The pay of Junior Reserve Officers Training Corps instructors is prescribed by 10 USC 2031(d) and is not the same as other educators. School year salary schedules are revised annually to reflect current compensation in U.S. school jurisdictions. The school year consists of 190 duty days, with a minimum of 175 days of classroom instruction. Teachers are presently paid on 7 different pay lanes (bachelor's degree, bachelor's degree plus 15 semester hours, bachelor's degree plus 30 semester hours, master's degree, master's degree plus 15 semester hours, master's degree plus 30 semester hours, and doctor's degree). Service increments or steps are provided to recognize years of experience up to a maximum. The range of the school year 1988/89 entry level salary rates for teachers are provided below:

Bachelor's degree	$20,270-27,220
Bachelor's degree + 15	$20,975-28,425
Bachelor's degree + 30	$21,680-29,580
Master's degree	$22,385-30,785
Master's degree + 15	$23,090-31,940
Master's degree + 30	$23,795-33,145
Doctor's degree	$24,500-34,300

2. Differentials

Applicants assigned to certain foreign posts may receive additional compensation above the basic salary due to adverse environmental factors. All post differentials are subject to change without notice.

3. Health Benefits

The Federal Employees Health Benefits Act of 1959 provides a voluntary health benefits program for all government employees, whereby the government shares the cost of the program and permits premium payment through payroll deduction.

4. Life Insurance

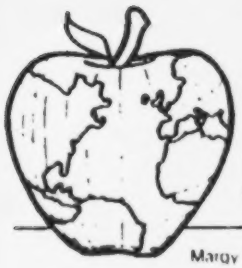
A low cost insurance plan is available as well as several options for additional coverage. Premiums are paid through payroll deductions. The government shares the cost of the basic plan. The amount of insurance varies depending upon the option selected.

5. Retirement

Employees hired from the United States on or after January 1, 1984 and former Federal employees who were under the civil service retirement system and who had a break in service of more than five years are covered by the Federal Employees' Retirement System (FERS). FERS is a three-part retirement plan consisting of a Thrift Plan, FERS basic benefit, and Social Security Benefits. The benefits of the program are as follows:

Part 1. Social Security. For information about the benefits that you would receive upon retirement, contact your local Social Security Administration Office.

Part 2. Civil Service Annunity. Basic annuity (1% of average highest 3 salaries during the employment x the years of service, or 1.1% of the



Overseas Placement Service for Educators

University of Northern Iowa
Cedar Falls, Iowa 50614-0390 U.S.A.

Margy Kolzan Washut, Overseas Program Coordinator • Dianne Johnson, Secretary • Donald D. Wood, Education Placement Director

Volume XIII VACANCY NEWSLETTER Number 3
January 13, 1989

GREETINGS:

This issue of the Vacancy Newsletter contains the latest list of schools attending the Fair and the tentative Fair vacancies.

Mailed under separate cover is the first printing of Fact Sheets for the 1989 edition of our annual Fact Sheet Book. Fact Sheets which arrive at our office after this first printing will be provided as supplements to be included in your book. Though most of the schools described in the Fact Sheets will be represented at the Recruiting Fair in February, some have listed only vacancy information with us this year. Schools attending the Fair are listed in the newsletter "Index" and identified by "F" in the following vacancy listings.

The enclosed Interview Request Form must be returned to us by January 27, 1989 if you are attending the Recruiting Fair. We will begin scheduling interviews on Saturday, January 28. Late returns, then, will arrive after the initial scheduling has been completed and recruiters' schedules are largely filled. Do not delay! For your convenience we have enclosed a return envelope.

UNI FAX NUMBER: The University of Northern Iowa now has a FAX machine available to receive messages 24 hours a day. Identify each message with your name, your FAX machine number if available, and the address "ATTN: Margy Washut, Overseas Placement." The FAX number is 319-273-3509. For overseas senders, the U.S. country code is (1).

Please take a few minutes to read the following instructions and suggestions concerning interview requests.

THE PRE-SCHEDULING PROCESS. Our office will file each returned Request Form in the order of original registration. The earliest registrants will receive first consideration for pre-scheduled interviews. We will go through all of the requests, one at a time, attempting to grant everyone's first choice. Then we repeat this process until administrators' schedules are full.

ADDITIONAL INTERVIEWS. You will have the opportunity to arrange additional interviews at the Fair. This can be done during orientation sessions and whenever a recruiter is free. There will be unscheduled time set aside each day during which recruiters will be free.

CHANGES AND UPDATES. We have not received final confirmation from several schools expected to recruit at the Fair. We will distribute Fact Sheets of late schools during the Fair. You will be given ample opportunity to obtain interviews with these "open schools" while at the Fair.

Even though you may receive pre-scheduled interviews, keep in mind that they are subject to cancellation by the school administrators. We cannot guarantee pre-scheduled interviews. We have absolutely no control over the vacancies and requirements of each overseas school. The vacancies provided here are "tentative" as of January 1989. A few schools may cancel at the last minute.

LONG TERM CREDENTIALS REMINDER: Since many administrators depart on their recruiting tours in early February, sending credentials after January 15 to school administrators who are attending the Fair may be of limited value. Plan to distribute your credentials at the Fair instead.

Instructions.

1. Most administrators choose to set up their own interview schedules at the Fair. These schools are listed on side 1 of your Interview Request Form. We will not pre-schedule any interviews for these schools. Instead, please indicate which schools and vacancies interest you, as instructed. We will distribute copies of your full credentials to these administrators before the Fair. These administrators will review all of the credentials they receive, and will contact with written messages those candidates whom they would like to interview. Be sure to frequently check the message board in the lobby of the Education Center during the Fair.

Keep in mind that you have a limited number of credentials on file with us. You will certainly want to keep several sets in reserve for use during the Fair weekend. We recommend that you do not request to have all of your credentials handed out before the Fair.

2. Begin reviewing the Fact Sheets and tentative vacancies of the schools attending the Fair. Prioritize those with which you wish to interview. Please type or print clearly all of the following vacancy information on your Interview Request form:

a. The name and country of the school
b. The school's Fact Sheet Book number (e.g. #C-330)
c. The specific vacancy for which you are applying (must be a listed vacancy from the newsletter)
d. The specific vacancy for which your spouse is applying

F#E-310 ADDIS ABABA, ETHIOPIA
International Community School
P.O. Box 70282
Addis Ababa, Ethiopia
Director: Dr. Anthony Horton
Telephone:
Position Description, Grades, Requirements, Salary
ELEMENTARY ED: 1,3,5,6; BA; 1yr; $9-20,000 **
MATH/SCIENCE: 9-12; BA; 1yr; $ same
SOCIAL SCIENCE: 7-12; BA; 1yr; $ same
MUSIC: vocal & inst; K-12; BA; 1yr; $ same
COUNSELOR: K-12; MA; 5yrs; $ same
COMPUTER: 1-6 & 7-12; BA; 1yr; $ same
FRENCH/SPANISH: 7-12; BA; 1yr; $ same
PHYSICAL ED: girls; 1-6; BA; 1yr; $ same
ADMINISTRATION: principal; 7-12; BA; 5yrs; $ same
FRENCH: 4-6; BA; 1yr; $ same
ENGLISH: 7-12; BA; 1yr; $ same
** Salary depends on experience and degree.
Minimum Requirements: BA; cert; 1yr; maj-subj.
Qualifications Preferred: 5yrs; o/s-exp; IB; EFL; Xcurr.
Contract Terms: 8/89 for 2yrs. Benefits: hous-allow; furn-hous-prov; o/s-trnsp-2tch+2dep; ship-allow; relo-allow; med-ins; tuition; R&R; home-lv; Bereavement-lv; severance; local-trnsp-allow.
BFOQ: "Cannot consider teachers with spouses who don't teach."

F#G-020 BERLIN, WEST GERMANY
John F. Kennedy School
Teltower Damm 87-93
1000 Berlin 37, West Germany
Managing Principal: Dr. Charles C. Hanna
Telephone: 49308072713
Position Description, Grades, Requirements, Salary
ENGLISH: secondary; MA; 2yrs; 50,000-70,000 DM
MUSIC: 6-12; band; MA; 2yrs; 50,000-73,000 DM
COUNSELOR: secondary; MA; 2yrs; 50,000-73,000 DM
PHYSICAL ED: 2-12; MA; 2yrs; 50,000-73,000 DM
MATH: secondary; MA; 2yrs; 50,000-73,000 DM
SOCIAL SCIENCE: secondary; MA; 2yrs; 50,000-73,000
BUSINESS: secondary; MA; 2yrs; 50,000-73,000 DM
SCIENCE: phys/chem/bio; sec; 2yrs; MA; 50,000-73,000 DM
ART: MA; secondary; 2yrs; 50,000-73,000 DM
ELEMENTARY ED:K-3;BA;German req; 2yrs; 41,000-60,000 DM
**Send by January 20, 1989: letter of appl, a brief resume w/ref to all requirements listed below, copies of certificates, confidential placement dossier or two confidential references from educational employer, evidence of degree, and complete transcripts!

FOREIGN LANG: French; MA; 2yrs; 50,000-73,000 DM
All secondary positions - must be willing to learn German!
Minimum Requirements: 2yrs; UScert/cit; maj-subj; BA.
Qualifications Preferred: MA; o/s-exp; 5yrs; Xcurr. Contract Terms: 8/89 for 2yrs. Benefits: o/s-trnsp-tch+dep; home-lv; med-ins; SS; child-allow; tuition; emergy-lv-allow; local-trnsp.

F#G-040 DUSSELDORF, WEST GERMANY
International School of Dusseldorf
Leuchtenberger Kirchweg 2
4000
Dusseldorf 31, West Germany
Director: Dr. George Hoffmeier
Telephone: 0049211407056
Position Description, Grades, Requirements, Salary
SPECIAL ED: LD; K-5; MA; 2yrs; $29,000
SCIENCE: physics; 9-12; BA; 2yrs; $ same
ENGLISH: 9-10; BA; 2yrs; $ same
SPANISH: 9-12; BA; 2yrs; $ same
PHYSICAL ED: part-time act. coor; 9-12; BA; 2yrs; $same
SCIENCE/MATH: 6-8; BA; 2yrs; $ same
Minimum Requirements: BA; 2yrs; cert. Qualifications Preferred: MA; EFL; o/s-exp; Xcurr. Contract Terms: 8/89 for 2yrs. Benefits: o/s-trnsp-tch+dep; ship-allow; relo-allow; med-ins; retire; Xcurr-allow; tuition; home-lv; emergy-allow.

F#G-050 FRANKFURT, WEST GERMANY
The Frankfurt International School
An der Waldlust 15
6370 Oberursel 1
Frankfurt, West Germany
Headmaster: Mr. Milton D. Jones
Telephone: 00496171-2020
Position Description, Grades, Requirements, Salary
VACANCIES NOT AVAILABLE AT THIS TIME.
Minimum Requirements: BA; 2yrs. Qualifications Preferred: . Contract Terms: 8/89 for 2yrs. Benefits: .

F#G-070 MUNICH, WEST GERMANY
Munich International School
Schloss Buchhof, Percha
8130 Starnberg, West Germany
Headmaster: Mr. Lister W. Hannah
Telephone: 26060
Position Description, Grades, Requirements, Salary
COUNSELOR: exp in college placement - in US, British, & European universities; also exp in personal counseling grades 6-12

F#G-140 ATHENS, GREECE
American Community Schools of Athens
129 Aghias Paraskevis St.
152 34 Halandri
Athens, Greece
Superintendent: Dr. John Dorbis
Telephone: 6393-200
Position Description, Grades, Requirements, Salary
ADMINISTRATION: principal; 9-12; MA+30; 4-5yrs; $30,000
SCIENCE: chemistry; IB; MA; 4-5yrs; $16-24,000
COUNSELOR: college placement exp; 9-12; MA; 4-5yrs; $16-24,000
COUNSELOR: 6-8; MA; 4-5yrs; mid-sch-exp; $16-24,000
ENGLISH/SOCIAL SCIENCE/DRAMA: 6-8; BA-MA; 4-5yrs; $16-24,000
PHYSICAL ED:exp in gymnastics; K-5;BA;3-4yrs;$16-24,000
PHYSICAL ED:exp in gymnastics; K-8;BA;3-4yrs;$16-24,000
(Salaries are stipulated in Drachmae & are tax exempted in Greece for U.S. citizens the first 3 years.)
Minimum Requirements: BA; UScert; 2yr; Xcurr;maj-sub.
Qualifications Preferred: IB. Contract Terms: 8/89 for 2yrs. Benefits: o/s-trnsp-tch+dep; relo-allow; med-ins; acc-ins; SS; TIAA; Xcurr-allow; tuition; home-lv; bereavement-lv.

F#H-060 SAN PEDRO SULA, HONDURAS
Escuela Internacional Sampedrano
Apartado 565
San Pedro Sula, Honduras
Superintendent: Mr. Gregory E. Werner
Telephone: 53-3677
Position Description, Grades, Requirements, Salary
ART: 7-12; BA; 2yrs; $11,000
SCIENCE: bio/gen; 9-12; BA; 2yrs; $11,000
ENGLISH: 7-12; BA; 2yrs; $11,000
MUSIC: 7-12; MA; 2yrs; $14,000
LIBRARIAN: (2 positions) 7-12 & 1-6; MA; 2yrs; $14,000
COUNSELOR: (2 positions) 1-6 & 7-12; MA; 2yrs; $14,000
SOCIAL SCIENCE: hist/govt; 7-12; BA; 2yrs; $11,000
SCIENCE: physics; BA; 2yrs; $11,000
COMPUTER: 7-12; BA; 2yrs; $11,000
MATH: calc/alg/geom; 7-12; BA; 2yrs; $11,000
ELEMENTARY ED: PreK-K; BA; 2yrs; $11,000
ELEMENTARY ED: 1-6; BA; 2yrs; $11,000
ELEMENTARY ED: (3 positions) 2,3,& 6; BA; 2yrs; $11,000
Minimum Requirements: BA; US cert; 2yrs. Qualifications Preferred: EFL; Xcurr; 5yrs; o/s-exp. Contract Terms: 8/89 for 2yrs. Benefits: ship-allow; relo-allow; BC/BS; med-ins; tuition; re-up.
BFOQ: "Cannot consider teachers with spouses who don't teach."

F#M-258 TORREON, MEXICO
Colegio Ingels
P.Primavera y Div del Norte
Amp La Rosita
Torreon Coah, Mexico 27400
:
Telephone:
Position Description, Grades, Requirements, Salary
VACANCIES NOT AVAILABLE AT THIS TIME.

F#M-270 CASABLANCA, MOROCCO
Casablanca American School
Administrative Officer
American Embassy (CASA)
APO New York, 09284
Director: Mr. John J. Randolph
Telephone: 212-46-7473
Position Description, Grades, Requirements, Salary
LIBRARIAN: N-12; BA; 4yrs; $15-17,000
ELEMENTARY ED: grade 3; BA; 4yrs; $ same
ELEMENTARY ED: grade 5; BA; 4yrs; $ same
ENGLISH: dept head; 10-12; BA; 4yrs; $ same
SOCIAL SCIENCE: dept head; 9-12; BA; 4yrs; $ same
MATH: dept head; 9-12; BA; 4yrs; $ same
Minimum Requirements: BA;4yr;UScit/cert;o/s-exp;IB.
Qualifications Preferred: . Contract Terms: 8/89 for 2yrs.
Benefits: hous-allow; o/s-trnsp-tch; relo-allow; med-ins; tuition; re-up.

F#N-080 ROTTERDAM, THE NETHERLANDS
American International School/Rotterdam
Hillegondastraat 21
3051PA Rotterdam, The Netherlands
Director: Mr. Robert Werner
Telephone: 3110-4225451
Position Description, Grades, Requirements, Salary
COUNSELOR/SPECIAL ED: LD; K-8; MA; 3yrs; $20-30,000
LIBRARIAN: with tch exp K-8; BA; 3yrs; $same
MIDDLE SCHOOL: strong bckgrd in SCIENCE or MATH; 6-8 BA; 3yrs; $ same
Minimum Requirements: BA/MA; 2yrs; UScert/cit; Xcurr.
Qualifications Preferred: . Contract Terms: 8/89 for 2yrs.
Benefits: o/s-trnsp-tch+dep; ship-allow; BC/BS; life-ins; TIAA; retire; tuition; home-lv; emergy-allow.
BFOQ: "Cannot consider teachers over 45 years old."

F#N-210 MANAGUA, NICARAGUA
American-Nicaraguan School
c/o U.S. Embassy
APO Miami, 34021
Director: Mr. Richard Chesley
Telephone: 70111
Position Description, Grades, Requirements, Salary
ELEMENTARY ED: K; BA; 2yrs; $10,500-13,000
ADMINISTRATION: Princ; Pre-K - 6; MA; 2yr; $competitive
ELEMENTARY ED: grade 1; BA; 2yrs; $10,500-13,000
COUNSELOR: 5-12; MA; $10,500-13,000
ENGLISH: 7-12; BA; 2yrs; $10,500-13,000
EFL: teaching/resource; 1-12; BA; 2yrs; $10,500-13,000
SOCIAL SCIENCE: 7-11; BA; 2yrs; $10,500-13,000
READING: tch/resource; 1-6; MA; 2yrs; $10,500-13,000
Minimum Requirements: BA; cert; maj-subj. Qualifications Preferred: MA; EFL; 2yrs; o/s-exp. Contract Terms: 7/89 for 2yrs. Benefits: furn-hous-prov; o/s-trnsp-tch+dep; ship-allow; relo-allow; BC/BS; tuition; R&R; local-trnsp.
BFOQ: "Cannot consider teachers with spouses who don't teach; more than 2 dependent children."

F#N-220 NIAMEY, NIGER
The American School of Niamey
Dept. of State - Niamey
Washington, DC 20520-2420
Director: Dr. Ralph Hollis
Telephone: 011227723942
Position Description, Grades, Requirements, Salary
SCIENCE/MATH: geom; 6-9; BA; 2yrs; $17-19,000
ENGLISH/SOCIAL SCIENCE: comp/lit/his/geog; 6-9; BA; 2yr $17-19,000
ELEMENTARY ED: 3 or 4; BA; 2yrs; $17-19,000
TEACHER/PRINCIPAL: 60%/40%; 6-9/K-5 or 6-9; MA; 5yrs; $21,000
Minimum Requirements: BA; 2yrs; UScert; Xcurr.
Qualifications Preferred: MA; o/s-exp. Contract Terms: 8/89 for 2yrs. Benefits: furn-hous-prov; o/s-trnsp-tch+dep; ship-allow; relo-allow; med-ins; retire; tuition; R&R; local-trnsp.
BFOQ: "Cannot consider single teachers."

F#N-340 STAVANGER, NORWAY
Stavanger American School
Treskeveien 3
4042 Hafrsfjord, Norway
Superintendent: Mr. John H. Monson
Telephone: 474559100
Position Description, Grades, Requirements, Salary
COUNSELOR: 7-12; MAprf; 3yrs
ENGLISH: grammar/lit/drama/speech; 7-12; BA; 2yrs
FRENCH: with other comb-hist/Eng etc; 7-10; BA; 2yrs
BUSINESS/COMPUTER: keyboarding/acctg/cmp; 7-12; BA; 2yr
MATH: pre-alg/alg/geom; 7-11; BA; 2yrs
PHYSICAL ED/HEALTH/ATHL DIRECTOR: boys; 7-12; MAprf;2yr
PHYSICAL ED/HEALTH: elem/girls; 5-11; BA; 2yrs
RESOURCE ROOM SPECIALIST: testing LD, Spec Ed; 5-11; MA prf; 2yrs
ELEMENTARY ED: 3-5; male; BA; 2yrs
Extra-curricular activities include dramatics, yearbook advisor, coaches (volleyball, basketball, soccer) and others.
Minimum Requirements: BA; 2yrs; UScert/cit; maj-subj.
Qualifications Preferred: MA; o/s-exp; IB; Xcurr. Contract Terms: 8/89 for 1yr. Benefits: hous-allow; o/s-trnsp-tch+dep; ship-allow; relo-allow; med-ins; life-ins; TIAA; child-allow; tuition; home-lv; emergy-allow; severance.

F#P-020 ISLAMABAD, PAKISTAN
International School of Islamabad
PSC Box 37
APO New York, 09614
Superintendent: Dr. Ralph Davia
Telephone: 0119251855771
Position Description, Grades, Requirements, Salary
"ALL SUBJECT AREAS."
Minimum Requirements: BA; UScert/cit; 3yrs; Xcurr.
Qualifications Preferred: MA; 5yrs; o/s-exp; IB. Contract Terms: 7/89 for 2yrs. Benefits: furn-hous-prov; o/s-trnsp-tch+dep; ship-allow; med-ins; life ins; acc-ins; retire; tuition; R&R; home-lv; emergy; local trnsp.
BFOQ: "Cannot consider spouses who don't teach; more than 1 dependent per working teacher."

Education

EUROPE, ASIA

The University of Maryland seeks faculty to teach on U.S. military bases overseas. Renewable annual appointments begin August 1990. Position openings in a variety of fields including mathematics, psychology, business and management, computer studies, and sociology.
Qualifications: Ph.D. or considerable graduate work beyond the master's degree, recent college teaching experience, and U.S. citizenship. Frequent travel and the high cost of schooling makes these positions difficult for those with children.
To Apply: Send resume to:
Dr. Ralph E. Millis
The University of Maryland University College
College Park, MD 20742
AA/EEO

JOY INTERNATIONAL, INC.

ENGLISH CONSERVATION TEACHER

Duration: One year from March,1, 1990 with the possibility of a one year extension.
Duties: Teaching conversational English to preschool, elementary school and adult students.
Work Hours: Seven hours a day (some split shifts likely), six days a week, Sundays and Japanese national holidays off, two-week paid summer vacation and ten-day paid winter vacation.
Salary: A winter oil allowance, a transportation allowance, housing allowance are in addition to the salary. Access to low-cost national health insurance is also provided.
To Apply: 11-69, Minami-5, Nishi-17, Obihiro, Hokkaido 080, JAPAN
Phone: 0155-33-0198 Fax: 0155-36-7930

INTERNATIONAL CATHOLIC MIGRATION COMMISSION

CULTURAL ORIENTATION
CURRICULUM/EVALUATION SPECIALIST

Duties: On-going responsibility for evaluating the appropriateness and effectiveness of the c.o. curriculum. Develop needed modifications, classroom activities and materials. Provide teacher training as needed.
Location: Philippine Refugee Processing Center in Bataan, Philippines.
Requirements: Graduate degree in education, cross-cultural training, or related field. Experience in curriculum development and teaching multi-cultural students. Cross-cultural sensitivity; organizational, writing, and training skills. Prior experience in U.S. refugee resettlement strongly preferred.
Benefits: Relocation expenses, housing, insurance provided.
Salary: $20,000 U.S. per year.

There are two types of opportunities for those with an international background who want to teach. The first is to teach international subjects at home; the second is to teach American subjects abroad.

If you wish to teach international subjects at home, you have probably specialized in political science, international economics, languages, area studies, or history. Teaching jobs in any of these subjects are difficult to find. If you are aiming at college- or university-level teaching, a doctorate in the discipline of your choice is essential. If you are interested in junior colleges or secondary schools, an MA may be sufficient, although even here a PhD will occasionally be needed. In any case, work through past instructors and any professional associations to get leads to the few job openings that develop in your field.

In addition, contact the American Political Science Association (1527 New Hampshire Ave. NW, Washington, DC 20036) for its brochure, *Career Alternatives for Political Scientists: A Guide for Faculty and Graduate Students* by Thomas Mann.

Also attend the annual conventions of the American Economic Association, the American Political Science Association, the American Historical Association, or the Association of American Geographers for contacts and possible interviews regarding available openings.

For additional help in your job search for teaching positions in the US, write to:

American Federation of Teachers
11 Dupont Circle NW
Washington, DC 20036

and

National Education Association
1201 16th St. NW
Washington, DC 20036

Special Tips

If you want to teach abroad, you must first be a teacher in the United States—or at least have the necessary credentials. It is rare indeed that you will be hired for an overseas assignment unless you have some teaching experience. Assuming, then, that you have met this requirement, two questions arise: How do I find out about overseas teaching opportunities? and How do I go about applying?

Let's look at procedures first.

When you are being seriously considered for a job, your potential employer will ask for a copy of your dossier. Therefore, even before you start looking for a job, establish your credentials—i.e., arrange to have transcripts

and letters of recommendation on file at your college placement office, or in your own possession. It is often acceptable practice to send the material yourself to an overseas school. Since it is easier to let your college take care of these administrative details, however, you will probably gratefully leave this chore in their hands.

There are three main sources of teaching jobs overseas: (1) Department of Defense Overseas Dependents Schools, (2) overseas American elementary and secondary schools assisted by the Department of State, and (3) schools established by American business for the dependents of their employees. There are other sources of jobs, however, and we will discuss these under the all-embracing Other Opportunities.

A tour of duty abroad averages one or two years, depending on the area of assignment. In general, proficiency in the particular foreign language is not required.

Department of Defense Dependents Schools

Overseas dependents schools of the Department of Defense are located in the Azores, Bahamas, Belgium, Bermuda, Cuba, Denmark, England, Germany, Greece, Iceland, Italy, Japan, Korea, Midway Islands, Morocco, Netherlands, Bahrain, Newfoundland, Norway, the Philippines, Scotland, Spain, Taiwan, Turkey, and West Indies.

Background Desired

Among the qualifications for teaching positions, unless otherwise noted below, are: eighteen semester hours in professional teacher education courses, a valid teaching certificate, and at least one year's full-time teaching experience within the past five years (practice, student, and substitute experience do not qualify).

How to Apply

Write to:

Office of Overseas Dependents Schools
Department of Defense
Washington, DC 20301

DOD Dependents Schools
European Region
APO New York 09164

DOD Dependents Schools
Pacific Region
APO San Francisco 96553

or

DOD Dependents Schools
Atlantic Region
Naval Education and Training Program Development Center
Pensacola, FL 32509

Overseas American Schools Assisted by the Department of State

There are over a hundred of these schools, which educate the dependents of US government personnel stationed overseas. These schools have either binational or international student bodies.

How to Apply

Write to: Office of Overseas Schools
Department of State
Washington, DC 20520

Schools Established by American Businesses

These schools are operated by American companies that employ substantial numbers of Americans overseas.

How to Apply

Write to corporate headquarters. Among such companies are:

United Fruit Company
Prudential Center
Boston, MA 02199

Exxon
1251 Ave. of the Americas
New York, NY 10020

Gulf Oil Corporation
Gulf Building
Houston, TX 77001

Orinoco Mining Company
525 William Penn Pl.
Pittsburgh, PA 15230

Firestone Tire and Rubber Company
Akron, OH 44317

Arabian American Oil Company
1345 Ave. of the Americas
New York, NY 10105

Texaco, Inc.
135 East 42nd St.
New York, NY 10017

Other Opportunities

Canal Zone Government

Even though American control of the Canal is passing out of existence, presumably the Canal Zone government, an independent agency of the US government, will continue until the twenty-first century to operate schools

for its employees' dependents. These schools are on all levels: kindergarten, elementary, junior high school, senior high school, and college.

Background Desired

The Canal Zone government is one of those rare exceptions—it does not require teaching experience except for jobs at the college level.

How to Apply

Write to: Panama Canal Company
Division of Schools
Box 2012
Balboa Heights
Canal Zone

Friends World College

The purpose of this college is "to encourage men and women from every nation to treat the entire world as their university and to take the most urgent human problems as the basis of their curriculum."

College centers are located in North America, Latin America, Europe, Africa, the Middle East, South Asia, and East Asia. By experiencing education in three or more areas of the world, students develop competence in planning and carrying out independent programs of research, and fluency in at least two or three languages.

Background Desired

A college of this nature obviously requires teachers of unusual competence. In addition to a higher degree and teaching credentials, applicants should have a knowledge of international affairs, area studies, and languages.

How to Apply

Write to: Friends World College
Lloyd Harbor, NY 11743

International Schools Services

The ISS provides educational services for American schools overseas. Among these services are recruitment and recommendation of personnel, curricular guidance, liaison between overseas schools and American educational resources, and consultative visits to overseas schools. It is a useful source for lists of available teaching opportunities in all overseas schools, except for Department of Defense schools, which it does not service.

If you wish to take advantage of ISS facilities on your job hunt, you will have to pay a registration fee and subsequently a placement fee if you find an appropriate position with ISS assistance.

How to Apply

Write to: International Schools Services
126 Alexander St.
Princeton, NJ 08540

Peace Corps

The Peace Corps still hires a few teachers with experience for countries in Africa, Asia, and Latin America.

How to Apply

Write to: Peace Corps
806 Connecticut Ave. NW
Washington, DC 20525

Overseas Colleges and Universities

Teaching opportunities with three overseas institutions, two of which are American-related, should be explored by the PhD.

How to Apply

Write to: American University of Beirut
380 Madison Ave.
New York, NY 10017

Istanbul Robert Kolej
Yuksek, Okulu
Robert College
Pk 8
Bebek, Istanbul
Turkey

or

American University in Cairo
866 UN Plaza
New York, NY 10017

Specific Locations

If you have specific aptitudes for the Middle East, you may wish to explore opportunities with the following:

24 American–Mideast Educational and Training Services
1717 Massachusetts Ave. NW
Washington, DC 20036

For positions in Greece, Turkey, and Lebanon, write to:

Near East College Association
380 Madison Ave.
New York, NY 10017

The African-American Institute has information on teaching jobs in Africa. Write to:

African-American Institute
833 UN Plaza
New York, NY 10017

and ask for its free brochure, *Opportunities in Africa*.

Positions are occasionally available in the Trust Territories to assist native teachers. These jobs are located throughout Micronesia. Write to:

Trust Territory of the Pacific Islands
Building 112
Fort Mason
San Francisco, CA 94123

Australia may be interested in applications of teachers for the primary and secondary grades. Write to:

Victoria Teacher Selection Program
California State University
Hayward, CA 94542

☆

Exchange of Positions

If you have a teaching position and merely wish to temporarily exchange with an overseas teacher, write to:

Teacher Exchange Section
US Department of Education
Washington, DC 20202

☆

Additional Organizations

For a list of agencies that assist overseas placement, or for specific job opportunities under US government and foreign government programs, write to:

Information and Reference Division
Institute of International Education
809 UN Plaza
New York, NY 10017

A booklet with information on agencies and organizations in almost a hundred countries that are concerned in one way or another with recruiting teaching staff may be obtained by writing to:

National Commission for UNESCO
UNESCO
New York, NY 10017

If you are interested in teaching English as a second language, send $2 to Teachers of English to Speakers of Other Languages (TESOL) at 455 Nevils Bldg., Georgetown University, Washington, DC 20057 for a list of institutions. Also contact the Center for Applied Linguistics, 3520 Prospect St. NW, Washington, DC 20057 for information on possible opportunities.

The US Information Agency may also be of help to those seeking jobs as teachers of English as a foreign language, directors of courses, and administrators in binational centers abroad. Write to:

Office of Personnel and Training
US Information Agency
1776 Pennsylvania Ave. NW
Washington, DC 20547

Also, get a copy of *Opportunities Abroad for Teachers*, a booklet put out by the Department of Education that explains the Fulbright program for exchanging teachers. Application procedures, awards, and arrangements with cooperating countries are covered in the booklet. Write to:

Department of Education
Washington, DC 20202

or

Superintendent of Documents
US Government Printing Office
Washington, DC 20402

Other booklets you may wish to look at are: *Teaching Abroad*, compiled by Marjorie Beckles and put out by the Institute of International Education (809 UN Plaza, New York, NY 10017) and *Teachers' Guide to Teaching Positions in Foreign Countries*, compiled by H. Dilts and H. Hulleman (Box 514, Ames, IA 50010).

A list of additional contacts for teaching jobs overseas follows:

Teaching Positions

Canada

Department of Education, Edmonton, Alberta

Department of Education, Victoria, British Columbia

Director of Education, Fredericton, New Brunswick

Department of Education, St. Johns, Newfoundland

Department of Education, Halifax, Nova Scotia

Department of Education, 44 Eglinton Avenue West, Toronto 12, Ontario

Education Division, Department of Indian Affairs and Northern Department, Ottawa, Ontario

Department of Education, Yukon Territorial Government, Box 2703, Whitehorse, Yukon Territory

Caribbean Area

Department of Education, Hato Rey, Puerto Rico 00900

Department of Education, Charlotte Amalie, St. Thomas, Virgin Islands 00801

Europe

Austro-American Institute of Education, Operngasse 4, Wien 1, Austria

Gloria Felix School, Leck-Arlbert, Austria

American International School, Villa Bella Vista, Ave. de Vallauris, Cannes, France

American School of Paris, 41 Rue Pasteur, 92210 Saint-Cloud, France

The American Community School, 129 Aghias Paraskevis St., Ano Halandri, Athens, Greece

The British Institute, Athens, Greece

The Institute of American Studies, 72 Academias St., Athens, Greece

American Community School, Via Spadiri, 2 (High School) and Via Bezzola, 6 (Lower School), Rome, Italy

American School of Florence, Via Roti Michelozzi 2, Florence, Italy

LeFleuron, Torre de Cattaia, Via de Michelangelo, Florence, Italy

Miss Barry's American School, Via dei Bardi 30, Florence, Italy

St. Stephen's School, Via Lungro, 1, 00178 Rome, Italy

The American Junior High School in Italy, Ravello, Costiera Amalfitana, Italy

The International School of Milan, Via Caccialepori 22, Milan, Italy

American High School in Luxembourg, American College in Luxembourg, 52 Av des Bains, Mondorf-les-Bains, Luxembourg

American International School of Rotterdam, Hillegondastraat 21, Rotterdam, Netherlands

American School of The Hague, Doornstraat 6, The Hague, Netherlands

International School of Amsterdam, Meer en Vaart 13, Amsterdam, Netherlands

American High School of Barcelona, Via Augusta 123, Barcelona, Spain

King's College, Cuesta del Segrado Corazon 10, Madrid-16, Spain

American College of Switzerland, 1894 R. Leysin, Switzerland

Franklin College, 6902 Lugano, Switzerland

Le Chateau des Enfants, The American School in Switzerland, CH 6926 Montagnola, Lugano, Switzerland

The International School of Geneva, 62 Route de Chene, 1208 Geneva, Switzerland

United Nations School, 1 Ave. de la Paix, Geneva, Switzerland

International Finishing School, C.u.R. Heyer, 452 Beckum, Westf., West Germany

John F. Kennedy School, Teltanerdamm 87/93, Berlin, West Germany

Munich International School, 8136 Percha-bei-Starnberg, Schloss Buchhof, West Germany

Latin America

Escuela Americana, Apartado Postal 1572, San Salvador, El Salvador

American School, Apartado Postal No. 83, Guatemala, Guatemala

American School, Tegucigalpa, Honduras

American High School, Apartado 1119, Cuernavaca, Morelos, Mexico

American School Foundation, Calle Sur 136 No. 135, Tacubaya, D.F., Mexico

American School Foundation of Monterrey, Rio Missouri Ote 555, Colonia del Valle, Monterrey, N.L., Mexico

Escuela John F. Kennedy, Queretaro, Qro., Mexico

Pan American School of Monterrey, Apartado 474, Monterrey, N.L., Mexico

American-Nicaragua School, Apartado Postal 3670, Managua, Nicaragua

Romey Air Force Base Schools, Puerto Rico, APO New York, 09845

Secretary of Education, Department of Education, Hato Rey, Puerto Rico 00900

Escuela Bella Vista, Apartado 290, Maracaibo, Venezuela

Escuela Campo Alegre, Apartado del Este 60382, Caracas, Venezuela

Director of Personnel Services, Department of Education, Charlotte Amalie, St. Thomas, Virgin Islands 00801

Pacific Area

Director of Education, Department of Education, Pago Pago, American Samoa 96920

Department of Education, Queensland, Brisbane, Queensland, Australia

Education Department, Tasmania, GPO Box 169 B, Hobart, Tasmania, Australia

Education Department, Victoria, Treasury Place, Melbourne, C 2, Victoria, Australia

Education Department, Western Australia, Parliament Place, Perth, Australia

Personnel Director, Department of Education, Agana, Guam 96910

Office of the High Commissioner, Trust Territory of the Pacific Islands, Saipan, Mariana Islands

State Department of Education, Juneau, Alaska 99801

Office of Personnel Services, Department of Education, State of Hawaii, P.O. Box 2360, Honolulu, Hawaii 96803

This is an alphabetical list that includes most of the "U.S. Community Schools" in countries around the world.

THE UNIVERSITY OF NORTHERN IOWA
OVERSEAS PLACEMENT SERVICE FOR EDUCATORS
September 1988

THE FOLLOWING LIST OF THE SCHOOLS INCLUDES MANY WHICH COMMONLY UTILIZE UNI'S OVERSEAS PLACEMENT SERVICE FOR EDUCATORS. IT IS COMPILED FROM OUR LATEST INFORMATION ABOUT ADDRESSES AND ADMINISTRATORS. CHANGES ARE INEVITABLE, HOWEVER, SO PLEASE WATCH YOUR NEWSLETTERS FOR UPDATES AND CORRECTIONS.

APO/FPO ADDRESSES, AND ADDRESSES IN CARE OF A U.S. EMBASSY OR CONSULATE, ARE OFTEN FOR LETTER MAIL ONLY. BULK OR PARCEL POST SHOULD NOT BE MAILED, UNLESS THIS HAS BEEN APPROVED IN ADVANCE BY THE SCHOOL. INQUIRE FIRST BY LETTERS WEIGHING UP TO 16 OUNCES. THERE ARE RESTRICTIONS WHICH PROHIBIT THE USE OF THESE APO/FPO AND CONSULATE ADDRESSES FOR PERSONAL MAIL, SO TO AVOID POSSIBLE COMPLICATIONS ALWAYS ADDRESS ENVELOPES TO AN OFFICE (e.g. "SUPERINTENDENT") NOT TO A PERSON. DO USE NAMES IN YOUR LETTER INSTEAD.

WE ENCOURAGE YOU TO BEGIN CORRESPONDING WITH OVERSEAS SCHOOL ADMINISTRATORS WELL IN ADVANCE OF THE FAIR. BE SURE TO MENTION, IF APPLICABLE, THAT YOU WILL BE AVAILABLE FOR AN INTERVIEW AT THE MIDWEST OVERSEAS RECRUITING FAIR IN CEDAR FALLS.

Notice that the name of the chief school administrator is also listed should one want to write one of these schools about a teaching/ administrative position.

A-010 ALGERIA, ALGIERS
American School of Algiers
c/o American Embassy Algiers
Department of State
Washington, DC 20520-6030
Director: Mr. Wayne Halsema

A-060 ARGENTINA, BUENOS AIRES
American Community School
Andres Ferreyra 4073
1636 La Lucila
Buenos Aires, Argentina
Superintendent: Mr. Paul Foss

A-300 AUSTRIA, VIENNA
American International School of Vie
Salmannsdoerferstrasse 47
A-1190 Vienna, Austria
Director: Dr. J. Geoffrey Pierso

A-310 AUSTRIA, VIENNA
Vienna International School
Strasse der Menschenrechte 1
1220 Wien, Austria
Director: Mr. T. Michael Maybury

B-100 BANGLADESH, DHAKA
American International School of Dha
AIS/Dhaka
Department of State
Washington, DC 20520
Superintendent: Mr. Stephen M. Ka

B-140 BELGIUM, BRUSSELS
International School of Brussels
19, Kattenberg
1170 Brussels, Belgium
Superintendent: Mr. Robert Ater

B-150 BELGIUM, EKEREN/ANTWERP
The Antwerp International School V.Z.
Veltwijcklaan 180
2070 Ekeren, Belgium
Headmaster: Mr. Robert F. Schaeche

B-180 BELGIUM, WATERLOO
St. John's International School
Dreve Richelle 146
1410 Waterloo, Belgium
Principal: Mr. John E. O'Neil

B-210 BOLIVIA, COCHABAMBA
Cochabamba Cooperative School
Casilla 1395
Cochabamba, Bolivia
Director: Dr. W. Cary Anderson

B-230 BOLIVIA, LA PAZ
American Cooperative School
c/o American Embassy
Dept of State - Bolivia
Washington, DC 20520
Superintendent: Mr. Herm Penland

B-260 BOLIVIA, SANTA CRUZ
Santa Cruz Cooperative School
Casilla 753
Santa Cruz, Bolivia
Director: Mr. Eric Spindler

B-330 BRAZIL, BELO HORIZONTE
American School of Belo Horizonte
Caixa Postal 2.501
30.161 Belo Horizonte, M.G. Brazil
Director: Mr. Sidney R. Stewart

B-340 BRAZIL, BRASILIA
American School of Brasilia
c/o American Embassy-Brasilia
APO Miami, 34030
Headmaster

B-350 BRAZIL, CAMPINAS
American School of Campinas
Caixa Postal 1183
13.100 Campinas, S.P. Brazil
Director: Mr. Stephen K. Field

B-360 BRAZIL, CURITIBA
The International School of Curitiba
Caixa Postal 7004
80.520 Curitiba, Brazil
Director: Dr. Karl M. Lorenz

B-390 BRAZIL, RECIFE
American School of Recife
Rua Sa e Souza 408
Boa Viagem
51030 Recife, PE Brazil
Superintendent: Mrs. Helen V. Gueiros

B-410 BRAZIL, RIO DE JANEIRO
Escola Americana do Rio de Janeiro
Estrada da Gavea, 132
22451 Rio de Janeiro, Brazil
Headmaster: Dr. Lester Landers

B-430 BRAZIL, SALVADOR
Escola Pan Americana Da Bahia
Caixa Postal 231
Salvador, Bahia 40.000, Brazil
Headmaster: Dr. James Monk

B-470 BRAZIL, SAO PAULO
Chapel American School - Maria Imaculada
Caixa Postal 21293 - Brooklin
04698 Sao Paulo
Sao Paulo, Brazil
School Director: Fr. William A. Sheehan

B-480 BRAZIL, SAO PAULO
Escola Graduada
Caixa Postal 7.432
01051 Sao Paulo, SP Brazil
Superintendent: Dr. Clifford H. Stromme

B-520 BULGARIA, SOFIA
Anglo-American School of Sofia
c/o U.S. Embassy Sofia
Department of State
Washington, DC 20520
Director: Mr. Dean Kauffman

B-530 BURKINA FASO, OUAGADOUGOU
International School of Ouagadougou
Administrative Officer/ISO
Dept. of State - Ouagadougou
Washington, DC 20520-2440
Director: Mr. Ken Vogel

C-020 CAMEROON, DOUALA
International School of Douala
Amer Consulate General-Douala
Department of State
Washington, DC 20520
Principal: Dr. Daniel W. Sheehan

C-030 CAMEROON, YAOUNDE
American School of Yaounde
% Administrative Officer ASOY
Department of State - Yaounde
Washington, DC 20520-2520
Director: Dr. Katherine S. Edwards

C-110 CHILE, SANTIAGO
The International School Nido de Aguilas
Casilla 16211, Correo 9
Santiago, Chile
Headmaster: Dr. Dale I. Swall

C-150 CHINA (P.R.O.C), BEIJING
The International School of Beijing
c/o American Embassy
17 Guang Hua Lu
Beijing, P.R.O.C. China
Principal: Mr. Scott Chambers

C-170 COLOMBIA, BARRANQUILLA
Colegio Albania
Fundacion Educativa
Apartado Aereo 50303
Barranquilla, Colombia
Superintendent: Dr. Curtis C. Harvey

C-170-210 JAMAICA & COLOMBIA,
Inter-Regional Center for Curriculum and
Materials Development
P.O. Box 65
Cullowhee, NC 28723
Stu. Pers.Consultant: Ms. Mary S. Wayte

C-170/210 COLOMBIA, BARRANQUILLA
Fundacion Educativa Centro Interkegional
de Colombia
Apartado Aereo 50303
Barranquilla, Colombia
Superintendent: Dr. Curtis C. Harvey

C-180 COLOMBIA, BARRANQUILLA
Colegio Karl C. Parrish
Apartado Aereo 52962
Barranquilla, Colombia
Director: Dr. Michael Farr

C-190 COLOMBIA, BARRANQUILLA
Annex Program - Colegio Karl C. Parrish
Apartado Aereo 3250
Barranquilla, Colombia
Project Director: Dr. Dwight E. Overholser

C-210 COLOMBIA, BARRANQUILLA
Colegio Media Luna
Fundacion Educativa
Apartado Aereo 50303
Barranquilla, Colombia
Principal: Mr. Larry Ash

C-260 COLOMBIA, BOGOTA
Colegio Nueva Granada
Apartado Aereo 51339
Bogota, Colombia
Director: Mr. Peter R. Cooper

C-290 COLOMBIA, BUCARAMANGA
Colegio Panamericano
Apartado Aereo 522
Bucaramanga, Colombia
Director: Ms. Laura Wheatley Garcia

C-300 COLOMBIA, CALI
Colegio Bolivar
Apartado Aereo 26300
Cali, Colombia
Director: Dr. Martin Felton

C-310 COLOMBIA, CALI
Colegio Jefferson
Apartado Aereo 6621
Cali, Colombia
Director: Ms. Gloria Hincapie

C-320 COLOMBIA, CARTAGENA
Colegio Jorge Washington
Apartado Aereo 2899
Cartagena, Colombia
Director: Mr. Joseph Nagy

C-330 COLOMBIA, MEDELLIN
The Columbus School
Apartado Aereo 5225
Medellin, Colombia
Superintendent: Dr. John K. Schober

C-350 COLOMBIA, VALLEDUPAR
Fundacion Colegio Bilingue
Apartado Aereo 120
Valledupar, Colombia
Director: Mr. David J. Barry

C-380 COSTA RICA, SAN JOSE
Costa Rica Academy
Apartado Postal 4941
San Jose, Costa Rica
Director: Mr. Hal F. Nusbaum

C-400 COSTA RICA, SAN JOSE
Lincoln School
Apartado Postal 1919
San Jose, Costa Rica
Director: Dr. Edward J. Feeney

C-460 CYPRUS, NICOSIA
TASIS Cyprus American School
11 Kassos Street
P.O. Box 2329
Nicosia, Cyprus
Head: Mr. Richard Nelson

C-570 CZECHOSLOVAKIA, PRAGUE
International School of Prague
c/o American Embassy Prague
Department of State
Washington, DC 20520
Director: Mr. Alan Conkey

D-040 D.O.D.,
Department of Defense Dependents Schools
2461 Eisenhower Ave.
Alexandria, VA 22331-1100
Personnel Staff.Spec: Ms. Joan Haley

D-070 DOMINICAN REPUBLIC, SANTO DOMINGO
Carol Morgan School
Apartado 1169
Santo Domingo, Dominican Republic
Superintendent: Dr. Jerry D. Hager

E-010 ECUADOR, GUAYAQUIL
Colegio Americano
P.O. Box 3304
Guayaquil, Ecuador
Director General: Mr. William C. Dailey

E-020 ECUADOR, GUAYAQUIL
Inter-American Academy
% Amer Consulate General-Guayaquil
Department of State
Washington, DC 20520
Executive Director: Dr. Brent Hudson

E-040 ECUADOR, QUITO
American School of Quito
Casilla 157
Quito, Ecuador
Director General: Ms. Mary V. Sanchez

E-080 ECUADOR, QUITO
Academia Cotopaxi
Casilla 138
Quito, Ecuador
Director/Supt.: Dr. Donald A. Fournier

E-120 EGYPT, CAIRO
Cairo American College
c/c Superintendent
American Embassy, Box 21
FPO New York, NY 09527
Superintendent: Dr. Barbara Johnson

E-150 EL SALVADOR, SAN SALVADOR
Escuela Americana
P.O. Box (01) 35
San Salvador, El Salvador
Superintendent: Mr. Larry D. Smith

E-200 ENGLAND, LONDON
American School in London
44-48 Loudoun Road
London, NW8 0NP, England
Headmaster: Mr. William E. Harris

E-230 ENGLAND, LONDON
International University High School
The Avenue, Bushey
Herts WD2 2LN, England
Headmaster: Mr. William Russell

E-270 ENGLAND, COBHAM, SURREY
American Community School - Surrey
'Heywood', Portsmouth Road
Cobham, Surrey, KT11 1BL, England
Headmaster: Dr. Russell S. Beecher

E-280 ENGLAND, SURREY
ASIS England
Coldharbour Lane, Thorpe
Surrey, TW20 8TE England
Headmaster: Mr. Lyle D. Rigg

E-285 ENGLAND, MIDDLESEX
American Community School
"Hillingdon Court"
108 Vine Lane, Hillingdon
Uxbridge, Middlesex, UB10 0BG England
Headmaster: Mr. James Faye

E-310 ETHIOPIA, ADDIS ABABA
International School of Addis Ababa
Director
Department of State - Addis Ababa
Washington, DC 20520
Director: Mr. Anthony Horton

E-330 FINLAND, HELSINKI
International School of Helsinki
Ittulantie 2
00550 Helsinki, Finland
Headmaster: Mr. Wayne D. Morton

F-060 FRANCE, PARIS
International School of Paris
96 bis, rue du Ranelagh
75016 Paris, France
Acting Principal: Mr. Bryan Elkin

F-090 FRANCE, SAINT-CLOUD
American School of Paris
41, rue Pasteur
92210 Saint-Cloud, France
Acting Headmaster: Mr. James Moriarty

G-010 GABON, LIBREVILLE
American International School Libreville
% American Embassy Libreville
Department of State
Washington, DC 20520
Director: Mr. Tom Hunt

G-015 GAMBIA, BANJUL
Banjul American Embassy School
BANJUL-EMBSCHOOL
Washington, DC 20520-2070
Director: Mr. John Higgs

G-020 WEST GERMANY, BERLIN
John F. Kennedy School
Teltower Damm 87-93
1000 Berlin 37, West Germany
Managing Principal: Mr. Charles C. Hanna

G-040 WEST GERMANY, DUSSELDORF
International School of Dusseldorf
Leuchtenberger Kirchweg 2
4000 Dusseldorf 31, West Germany
Director: Dr. George C. Hoffmeier

G-050 WEST GERMANY, FRANKFURT
The Frankfurt International School
An der Waldlust 15
6370 Oberursel P.O. Box 1840
Frankfurt, West Germany
Director: Dr. Peter D. Gibbons

G-060 WEST GERMANY, HAMBURG
International School of Hamburg e.V.
Holmbrook 20
2000 Hamburg 52, West Germany
Headmaster: Mr. Alan Wilcox

G-070 WEST GERMANY, MUNICH
Munich International School E.V.
Schloss Buchhof
Percha
8130 Starnberg, West Germany
Headmaster: Mr. Lister W. Hannah

G-140 GREECE, ATHENS
American Community Schools of Athens, Inc
129 Aghias Paraskevis St.
153 42 Halandri, Athens, Greece
Superintendent: Dr. John Derbis

G-160 GREECE, ATHENS
TASIS Hellenic International School
P.O. Box 25
Kifissia, Athens, Greece
Headmaster:

G-220 GREECE, THESSALONIKI
Thessaloniki Int'l High/Pinewood Elem.
P.O. Box 21001, 555 10 Pilea
Thessaloniki, Greece
Director: Mr. Peter B. Baiter

G-235 GUAM, AGANA
Department of Education
Government of Guam
P.O. Box DE
Agana, GU 96910
Assoc Superintendent: Ms. Felisa B. Gutierrez

G-240 GUATEMALA, GUATEMALA
The American School of Guatemala
Apartado Postal 83
Guatemala, Guatemala
Director: Mr. George G. Miller

G-250 GUATEMALA, GUATEMALA CITY
Colegio Maya
c/o U.S. Embassy - Guatemala
APO Miami, 34024
Director: Dr. A. Bert Webb

G-255 GUATEMALA, GUATEMALA
Colegio Interamericano
Blvd. "La Montana"
Finca el Socorro, Zonr 16
Guatemala, Guatemala
General Director: Mrs. Martha de Maristany

G-270 GUINEA, CONAKRY
The International School of Conakry
Dept. of State - Conakry
Washington, DC 20502
School Director: Mr. Brian J. Jones

H-005 HAITI, PETION-VILLE
The Caribbean-American School
#56 rue Lambert
Petion-Ville, Haiti
Director: Mr. E. R. Robinson

H-010 HAITI, PORT-AU-PRINCE
Union School
P.O. Box 1175
Port-au-Prince, Haiti
Superintendent: Dr. Marie Bogat

H-030 HONDURAS, LA CEIBA
Mazapan School - Honduras
P.O. Box 3080
Boca Raton, FL 33431
Superintendent: Mr. Lee Borne

H-040 HONDURAS, SAN PEDRO SULA
Academia Americana
Apartado 1328
San Pedro Sula, Honduras
Principal: Ms. Carla Milla B.

H-060 HONDURAS, SAN PEDRO SULA
Escuela Internacional Sampedrana
Apartado Postal 565
San Pedro Sula, Honduras
Rector: Mr. Gregory Werner

H-070 HONDURAS, TEGUCIGALPA
American School
c/o U.S. Embassy
Tegucigalpa, Honduras
Director: Mr. Jim Sheppard

H-080 HONDURAS, TEGUCIGALPA
The Mayan School
Apartado T-213
Tegucigalpa, DC, Honduras
Administrator: Mrs. Aida de Membreno

H-100 HONG KONG, REPULSE BAY
Hong Kong International School
6 South Bay Close
Repulse Bay, Hong Kong
Headmaster: Mr. David F. Rittmann

H-110 HUNGARY, BUDAPEST
American International School - Budapest
c/o American Embassy, Budapest
Department of State
Washington, DC 20520
Director: Mr. John K. Johnson

I-010 ICELAND, REYKJAVIK
American Embassy School of Reykjavik
c/o American Embassy Reykjavik
Reykjavik, Iceland
Principal: Mrs. Barbara Sigurbjornsson

I-055 INDIA, BOMBAY
American International School of Bombay
75 Bhulabhai Desai Road
Bombay 400 026, India
Principal: Mr. Mark Fox

I-110 INDIA, NEW DELHI
American Embassy School
c/o American Embassy-New Delhi
Department of State
Washington, DC 20520
Director: Mr. David Chojnacki

I-180 INDONESIA, JAKARTA
Jakarta International School
Jalan Terogong Raya 33
P.O. Box 79/JKS
Jakarta 12430, Indonesia
Headmaster: Mr. John F. Magagna

I-230 INDONESIA, KALIMANTAN BARAT
Bamboo River International School
Kotak Pos 20
Singkawang 79101
Kalimantan Barat, Indonesia
Principal: Ms. Barbara J. Pio

I-240 INDONESIA, SURABAYA
Surabaya International School
Jalan Kupang Indah IX/17
Tromol Pos 2/SBDK
Surabaya 60225, Indonesia
Principal: Mr. Don O. Hill

I-250 IRAQ, BAGHDAD
Baghdad International School
UNESCWA/BAGHDAD
P.O. Box 5749
New York, NY 10163-5749
Director: Mr. Allan V. Young

I-270 REPUBLIC OF IRELAND, DUBLIN
St. Andrew's College
Booterstown Avenue
Blackrock, County Dublin, Republic of Ireland
Headmaster: Mr. James Duke

I-290 ISRAEL, TEL AVIV
Walworth Barbour American Int'l School
in Israel, Inc.
P.O. Box 827
Kfar Shmaryahu, Israel
Superintendent: Mr Forrest A. Broman

I-300 ITALY, FLORENCE
American International School - Florence
Via del Carota 23/25
50012 Bagno a Ripoli (FI)
Florence, Italy
Headmaster: Mr. Roger Frost

I-310 ITALY, GENOA
The American International School-Genoa
Via Quarto 13/C
16148 Genoa, Italy
Director: Mr. Michael D. Popinchalk

I-330 ITALY, MILAN
American School of Milan
Villaggio Mirasole
20090 Opera
Milan, Italy
Director: Mr. Alan R. Derry

I-380 ITALY, ROME
The Academy School of Rome
Via di Grottarossa 295
Rome, 00189, Italy
Head: Mrs. Joanna B. Bulgarini

I-390 ITALY, ROME
American Overseas School of Rome, Inc.
Via Cassia 811
00189 Rome, Italy
Headmaster: Dr. Robert M. Silvetz

I-470 ITALY, ROME
St. Stephen's School
Via Aventina 3
00153 Rome, Italy
Headmaster: Dr. Gary R. Crippin

I-475 ITALY, TRIESTE
International School of Trieste
Via Conconello 16 (Opicina)
34016 Trieste, Italy
Director: Mr. Peter Metzger

I-480 ITALY, MONCALIERI (TURIN)
The American Cultural Assoc. of Turin
Vicolo Tiziano 10
10024 Moncalieri (Turin), Italy
Headmaster: Mr. Richard L. Gillogly

I-500 IVORY COAST, ABIDJAN
Int'l Community School of Abidjan
% American Embassy Abidjan
Department of State
Washington, DC 20520
Director: Mr. Michael D. Moore

J-020 JAMAICA, KINGSTON
The Priory School
32 Hope Road
Kingston 10, Jamaica
Director: Mr. Patrick Bourke

J-030 JAMAICA, MANDEVILLE
Belair School
P.O. Box 156
Mandeville, Jamaica
Director

J-070 JAPAN, KOBE
Canadian Academy
Nagaminedai 2-chome
Nada-ku
Kobe 657, Japan
Headmaster: Dr. Stuart J. Young

J-120 JAPAN, NAGASAKI
Junshin Junior/Senior Girls' High School
13-15 Bunkyo-Machi
Nagasaki City 852, Japan
Director: Sr. Mine Matsushita

J-130 JAPAN, NAGOYA
Nagoya International School
2686 Minamihara, Nakashidami
Moriyama-ku
Nagoya, Japan 463
Headmaster: Dr. Don A. Bergman

J-150 JAPAN, OKINAWA
Okinawa Christian School
P.O. Box 5036
Ocala, FL 32678
U.S. Representative: Mr. A. R. Greninger

J-160 JAPAN, TOKYO
The American School in Japan
1-1, Nozimu 1-chome, Chofu-shi
Tokyo 182, Japan
Headmaster: Mr. Ray F. Downs

J-165 JAPAN, TOKYO
Bunsai Gakuen
3-36-1 Takada, Toshima-ku
Tokyo 171, Japan
Director: Hideo Takenara

J-170 JAPAN, TOKYO
Christian Academy In Japan
1-2-14 Shinkawa-cho
Higashi Kurume shi
Tokyo 203, Japan
Interim Headmaster: Mr. Alan D. Herweyer

J-180 JAPAN, TOKYO
International School of the Sacred Heart
4-3-1 Hiroo
Shibuya-ku
Tokyo 150, Japan
Headmistress: Sr. Ruth Sheehy

J-190 JAPAN, TOKYO
Nishimachi International School
14-7, Moto-Azabu, 2-chome
Minato-ku
Tokyo 106, Japan
Principal: Mr. R. Barry Connell

J-200 JAPAN, TOKYO
St. Mary's International School
6-19 Seta 1-chome
Setagaya-ku
Tokyo 158, Japan
Headmaster: Br. Andrew Boisvert

J-210 JAPAN, TOKYO
Seisen International School
12-15 Yoga 1-chome
Setagaya-ku
Tokyo 158, Japan
Principal: Sr. Asuncion Lecubarri

J-240 JAPAN, YOKOHAMA
Yokohama International School
258 Yamate-cho
Naka-ku
Yokohama 231, Japan
Headmaster: Mr. John M. Tanner

J-250 JORDAN, AMMAN
American Community School
c/o American Embassy Amman
Amman, Jordan
Superintendent: Dr. Richard Krajczar

K-110 KENYA, NAIROBI
International School of Kenya
Post Office Box 14103
Nairobi, Kenya
Superintendent: Dr. David T. Bratt

K-120 KENYA, NAIROBI ☆ see end of list
Association of Int'l Schools in Africa
c/o Int'l School of Kenya
P.O. Box 14103
Nairobi, Kenya
Executive Secretary: Mr. Richard Wiley

K-150 KOREA, SEOUL
Seoul Foreign School
55 Yonhi Dong
Seoul, Korea 120
Headmaster: Mr. Richard F. Underwood

K-160 KOREA, SEOUL
Seoul International School
Kangdong P.O. Box 61
Seoul, Korea 134
Headmaster: Mr. Edward B. Adams

K-200 KUWAIT, HAWALLI
American School of Kuwait
Post Office Box 6735 Hawalli
32042 Hawalli, Kuwait
Superintendent: Dr. Brian L. McCauley

K-210 KUWAIT, KUWAIT CITY
The Universal American School
P.O. Box 17035, Code 72451
Khaldiya, Kuwait
Superintendent: Mr. Walid Abushakra

L-010 LEBANON, BEIRUT
American University of Beirut
Division of Education Programs
850 Third Ave., 18th Floor
New York, NY 10022
Director: Dr. George Za'rour

L-080 LIBERIA, MONROVIA
American Cooperative School
ATTN: Superintendent
c/o American Embassy
APO New York, 09155
Superintendent: Dr. Robert E. Ambrogi, Jr.

M-010 MADAGASCAR, ANTANANARIVO
American School of Antananarivo
Department of State
Washington, DC 20520-2040
Director: Mr. David L. Hollinger

M-050 MALAYSIA, KUALA LUMPUR
International School of Kuala Lumpur
P.O. Box 12645
50784 Kuala Lumpur, Malaysia
Administrator: Mr. Dexter S. Lewis

M-053 MALAYSIA, KUANTAN, PAHANG
Mara Community College
KM 8, Jalan Gambang
Kuantan
Pahang, Malaysia
The Registrar: Dr. Mohd Nawi Salleh Ghazalli

M-080 MALI, BAMAKO
American International School of Bamako
c/o American Embassy
Department of State
Washington, DC 20520-2050
Director: Mr. Ronald Presswood

M-090 MALTA, VALLETTA
Verdala International School

Cottonera, Malta
Acting Headmaster: Mr. Lawrence Simpson

M-100 MARSHALL ISLANDS, KWAJALEIN ISLAND
Kwajalein School System
c/o Global Associates
P.O. Box 51
APO San Francisco, CA 96555-2650
Superintendent: Mr. John E. McCaffrey

M-110 MEXICO, TUXTLA GUTIERREZ
Instituto Bicultural, A.C.
Apartado Postal No. 475
Tuxtla Gutierrez, Chiapas, Mexico
Director: Mr. Robert MacFarland

M-120 MEXICO, CHIHUAHUA
Instituto Tecnologico de Monterrey
Unidad Chihuahua
H.Colegio Militar 2011, AP 288
31110 Chihuahua, Chih. Mexico
Coordinator: Ms. Carol Clemente

M-121 MEXICO, IRAPUATO
Instituto Tecnologico de Monterrey
Unidad Irapuato
Apartado Postal 568
Irapuato, Guanajuato, Mexico
Coordinator,ESL Dept: Mr. Noah Stevens

M-130 MEXICO, DURANGO
Colegio Americano de Durango, A.C.
Apartado Postal 15-B
Francisco Sarabia 416 Pte.
Durango, Dgo. 34000 Mexico
Director: Mr. Kenneth Darg

M-150 MEXICO, GUADALAJARA
American School Foundation - Guadalajara
Colomos 2100
Apartado Postal 6-1074
Guadalajara, Jalisco Mexico
Director General: Dr. Albert Argenziano

M-160 MEXICO, MEXICO CITY
The American School Foundation
Bondojito No. 215, Colonia Las Amer
Delegacion Alvaro Obregon
01120 Mexico, DF Mexico
Superintendent: Dr. Floyd Travis

M-200 MEXICO, MONTERREY
The American School Foundation-Monterrey
Amer Consulate Gen/Monterrey
P.O. Box 3098
Laredo, TX 78041
Superintendent: Dr. Donald L. Wieber

M-220 MEXICO, PACHUCA
Escuela Americana
Boulevard Valle de San Javier
Apartado Postal 131
Pachuca, Hidalgo 42000 Mexico
Director General: Mr. Howard L. Smith

M-230 MEXICO, PUEBLA
American School of Puebla
Apartado 665
Puebla, Puebla Mexico
Superintendent: Dr. Arthur W. Chaffee

M-232 MEXICO, PUEBLA
Universidad de las Americas
A.P. 100, Sta. Catarina Martir
72820 Puebla, Mexico
: Dr. Jacquelyn Milman

M-235 MEXICO, PUERTO VALLARTA
American School of Puerto Vallarta
Apartado Postal 276-B
Puerto Vallarta, Jal, Mexico
Superintendent: Mr. Gerald Saltzer

M-240 MEXICO, QUERETARO
John F. Kennedy School
Apartado Postal 93
Queretaro, Mexico 76000
Directress: Mrs. Sharon Salcedo

M-250 MEXICO, TACUBAYA
Tacubaya American School
Calle Sur 136 No. 136
Tacubaya, Mexico D.F. 01120
Director: Dr. Robert G. Pickering

M-258 MEXICO, TORREON
Prim. Colegio Ingles A.C.
P.Primavera y Div del Norte
Amp La Rosita
Torreon, Coah. 27300, Mexico

M-260 MEXICO, TORREON
Colegio Americano de Torreon
Av Mayran y Hogal
Colonia Torreon Jardin 27200
Torreon, Coahuila, Mexico
Director General: Mr. Charles E. Prince

M-270 MOROCCO, CASABLANCA
Casablanca American School
Administrative Officer
American Embassy (Casa)
APO New York, 09284
Director: Mr. John J. Randolph

M-280 MOROCCO, RABAT
Rabat American School
c/o American Embassy Rabat
Department of State
Washington, DC 20520
Director: Mr. Emmanuel J. Pavlos

N-020 NEPAL, KATHMANDU
Lincoln School
Kathmandu (LS) Nepal
Department of State
Washington, DC 20520
Director: Dr. Marc Greenside

N-080 THE NETHERLANDS, ROTTERDAM
American Int'l School of Rotterdam
Hillegondastraat 21
3051 PA Rotterdam, The Netherlands
Director: Mr. Dos S. Johnson

N-090 THE NETHERLANDS, THE HAGUE
American School of The Hague
Doornstraat 6
2584 AM The Hague, The Netherlands
Superintendent: Dr. Gail D. Schoppert

N-120 NETHERLANDS ANTILLES, ARUBA
Seroe Colorado School
Lago Oil and Transport Co.
Aruba, Netherlands Antilles
Director: Dr. Oliver C. Davis

N-210 NICARAGUA, MANAGUA
American-Nicaraguan School
c/o American Embassy - Managua
APO Miami, FL 34021
Director: Dr. Richard C. Chesley

N-220 NIGER, NAIMEY
American School of Niamey
% American Embassy Niamey
Department of State - Niamey
Washington, DC 20520
Director: Dr. Ralph Hollis

N-330 NORWAY, BERGEN
Bergen International School
Vilhelm Bjerknesvei 15
5030 Landas, Norway
Director: Mr. Neal Phillas

N-340 NORWAY, STAVANGER
Stavanger American School
Treskeveien 3
4040 Hadla, Norway
Superintendent: Mr. John H. Monson

O-030 OMAN, SEEB
The Sultan's School
P.O. 9665
Seeb, Sultanate of Oman
Headmaster: Mr. Alan Henderson

P-020 PAKISTAN, ISLAMABAD
International School of Islamabad
% American Embassy Islamabad
Department of State
Washington, DC 20520-8100
Superintendent: Mr. Ralph A. Davis

P-030 PAKISTAN, KARACHI
Karachi American School
% Amer. Consulate General Karachi
Department of State
Washington, DC 20520
Superintendent: Mr. Dave Holmer

P-040 PAKISTAN, LAHORE
Lahore American School
Department of State - Lahore
Washington, DC 20520
Superintendent: Mr. Eugene W. Vincent

P-045 PAKISTAN, MURREE HILLS
Murree Christian School
Jhika Gali
Murree Hills, Pakistan
Principal: Mr. Stewart W. Georgia

P-050 PANAMA, BALBOA
International School of Panama
Apartado 768
Balboa, Ancon, Panama
Director: Mr. Donald Wise

P-060 PARAGUAY, ASUNCION
American School
c/o American Embassy Asuncion
Department of State
Washington, DC 20520
Director: Dr. James Badertscher

P-080 PEACE CORPS,
Peace Corps
11 Gateway Centre, Suite 318
4th and State Streets
Kansas City, KS 66161
Area Manager: Mr. Thomas Lassiter

P-100 PERU, ILO
Southern Peru Copper Corp. Staff Schools
Casilla 35
Ilo, Peru
Director: Mr. John E. Dansdill

P-120 PERU, LIMA
Colegio Franklin D. Roosevelt
(The American School of Lima)
Apartado 18,0977
Miraflores, Lima 18, Peru
Superintendent: Dr. Fred J. Pasquale

P-170 PERU, TALARA
Escuela Particular de Negritos
c/o Belco Petroleum Corp.
Apartado 1
Talara, Peru
Director: Dr. Frank G. Shepard

P-220 PHILIPPINES, MANILA
International School - Manila
P.O. Box 323
Makati Commercial Center
Makati, Metro Manila, Philippines, 3117
Superintendent: Mr. John L. McDowell

P-230 POLAND, WARSAW
Warsaw American School
c/o American Embassy Warsaw
Department of State
Washington, DC 20520-5010
Director-designate: Mr. David Cobb

P-240 PORTUGAL, LISBON
American International School, Lisbon
Apartado 10, Carnaxide
2795 Linda-a-Velha, Portugal
President: Dr. Willard L. Smith

P-270 PUERTO RICO, PONCE
Caribbean School
Calle 9 La Rambla
Ponce, PR 00731
Headmaster: Dr. James J. Ross

R-010 ROMANIA, BUCHAREST
American School of Bucharest

APO New York, NY 09213
Director: Mr. Albert A. Chudler

S-010 SAUDI ARABIA, DHAHRAN
ARAMCO Services Co.
Claude McElvain, ARAMCO Schools
P.O. Box 4534
Houston, TX 77210
Aramco Schools Rep.: Mr. Claude McElvain

S-010 SAUDI ARABIA, DHAHRAN
ARAMCO Schools
Box 73
Dhahran 31311, Saudi Arabia
Superintendent: Mr. Robert B. Gaw

S-025 SAUDI ARABIA, DHAHRAN
King Fahd University of Petroleum & Min.
Dept. 2-019
Dhahran 31261, Saudi Arabia
Director: Dr. Mohammed A. Mulla

S-030 SAUDI ARABIA, DHAHRAN
Saudi Arabian Int'l School - Dhahran
American Consulate General
APO New York, 09616
Superintendent: Dr. C. Daniel Brisbin

S-070 SAUDI ARABIA, JEDDAH
Saudia - S.A.I.S.
Saudi Arabian Airlines, c.c. 100
P.O. Box 167
Jeddah 21231, Saudi Arabia
Superintendent: Mr. John C. Thomas

S-070 SAUDI ARABIA, JEDDAH
Saudi Arabian Airlines
Administrative Recruiter Dept.
2420 Pershing Road, Suite 333
Kansas City, MO 64108
Management Recruiter: Ms. Glenda Johnson

S-110 SAUDI ARABIA, RIYADH
Saudi Arabian Int'l School - Riyadh
Post Office Box 990
Riyadh 11421, Saudi Arabia
Superintendent: Dr. Daryle Russell

S-120 SAUDI ARABIA, TABUK
Saudi Arabian Int'l School - Tabuk
c/o Whittaker Corp.
P.O. Box 100
Tabuk, Saudi Arabia
Superintendent: Mr. Robbie C. Bonneville

S-140 SCOTLAND, ABERDEEN
The American School in Aberdeen
Educational Trust Ltd.
Craigton Road, Cults
Aberdeen, Scotland,UK, AB1 9QD
Superintendent: Mr. Everett G. Gould

S-290 SINGAPORE, SINGAPORE
Singapore American School
60 King's Road
Singapore 1026, Rep. of Singapore
Superintendent: Dr. Melvin H. Kuhbander

S-330 SOMALIA, MOGADISHU
American School of Mogadishu
Dept. of State - Mogadishu
Washington, DC 20520-2360
Director: Mr. James Swetz

S-340 SOUTH AFRICA, JOHANNESBURG
The American Int'l School - Johannesburg
Private Bag X4, Bryanston
Johannesburg, Rep. of South Africa
Superintendent: Dr. Hurley Manley

S-350 SPAIN, BARCELONA
American School of Barcelona
Pasaje Font del Lleo s/n
Barcelona 34, Spain
Director: Mr. Michael Schimmel

S-360 SPAIN, BILBAO
The American School of Bilbao
Apartado 38
Las Arenas - Vizcaya, Spain
Director: Ms. Terry Orueta

S-380 SPAIN, MADRID
The American School of Madrid
Apartado 80
28080 Madrid, Spain
Superintendent: Dr. Max R. Tudor

S-440 SPAIN, GRAN CANARIA
The American School of Las Palmas
Apartado 15 - Tafira Alta
Las Palmas de Gran Canaria, Spain
Director: Mr. Joe H. Walker

S-460 SPAIN, PALMA DE MALLORCA
The Baleares International School
San Agustin
07015 Palma de Mallorca, Spain
Director: Ms. Patricia Long

S-475 SPAIN, VALENCIA
Colegio Hispano-Norteamericano
Calle San Miguel de los Reyes, S/N
Puzol, Valencia, Spain
Director: Dr. Alan Zemser

S-480 SRI LANKA, BATARAMALLA
Overseas Children's School
Pelawatte
P.O. Box 9
Battaramulla, Sri Lanka
Headmaster: Mr. Dennis J. MacKinnon

S-500 SUDAN, KHARTOUM
Khartoum American School
P.O.Box 117
American Embassy - Khartoum
APO New York, 09668-0005
Superintendent: Mr. Richard T. Eng

S-550 SWEDEN, STOCKHOLM
The International School of Stockholm
Johannesgatan 18
111 38 Stockholm, Sweden
Principal: Ms. Annamarie McNamara

S-590 SWITZERLAND, COPPET
Village Camps S. A.
CH-1296
Coppet, Switzerland
Director: Mr. Ed Ivy

S-660 SWITZERLAND, BERN
International School of Bern
Mattenstrasse 3
3073 Gumligen, Switzerland
Headmaster: Mr. John Kidner

S-690 SWITZERLAND, LAUSANNE
Ecole Internationale de Brillantmont
Avenue Seretan 12-18
Lausanne, Switzerland
Director: Francoise A. Frei-Huguenin

S-720 SWITZERLAND, LEYSIN
Leysin American School
CH-1854
Leysin, Switzerland
Headmaster: Mr. Sandy Doerge

S-720 SWITZERLAND, LEYSIN
Leysin American School
P.O. Box 4016
Portsmouth, NH 03801
US Dir. of Admission: Mr. Thomas P. Rouillard

S-890 SYRIA, ALEPPO
International School of Aleppo
ICARDA
Box 5466
Aleppo, Syria
Director:

S-900 SYRIA, DAMASCUS
Damascus Community School
c/o American Embassy Damascus
Department of State
Washington, DC 20520
Director: Dr. Robert A. Crawford

T-040 TAIWAN, TAIPEI
Taipei American School
731, Wen Lin Road
Section 1 Shihlin
Taipei, 11141, Taiwan, R.O.C.
Superintendent: Dr. Guy Lott

T-060 TANZANIA, ARUSHA
St. Constantine's School
P.O. Box 221
Arusha, Tanzania
Director

T-070 TANZANIA, DAR ES SALAAM
International School of Tanganyika, Ltd.
P. O. Box 2651
Dar es Salaam, Tanzania
Chief Exec. Officer: Dr. Niall C.W. Nelson

T-120 THAILAND, BANGKOK
International School of Bangkok
P.O. Box 1519 Nana Post Office
Bangkok 10112, Thailand
Superintendent: Mr. Robert Brewitt

T-150 THAILAND, CHIANG MAI
Chiang Mai International School
P.O. Box 32
Chiang Mai, Thailand 50000
Coord/AcademicAffair: Dr. Howard Wire

T-160 TOGO, LOME
American International School of Lome
c/o American Embassy - Lome
Washington, DC 20520-2300
Director: Dr. Marty Haas

T-190 TUNISIA, TUNIS
American Cooperative School of Tunis
Dept. of State - Tunis
Washington, DC 20520-6360
Director: Dr. Harold R. Johnson

T-200 TURKEY,
FABSIT
23 Mount Vernon Place
Asheville, NC 28804
Executive Director: Mr. Douglas M. Hill

T-210 TURKEY, ISTANBUL
Robert College of Istanbul
P.K. 1, Arnavutkoy 80820
Istanbul, Turkey
Headmaster: Mr. Harry A. Dawe

T-210 TURKEY, ISTANBUL
Robert College of Istanbul
Office of the Board of Trustee
850 Third Ave.
New York, NY 10022
Administrative Asst.: Ms. Trisha Staab

U-030 U.S.S.R., MOSCOW
Anglo-American School of Moscow
c/o American Embassy Moscow
APO New York, 09862
Director: Ms. Vera Nordal

U-060 UNITED ARAB EMIRATES, ABU DHABI
American Community School of Abu Dhabi
P.O. Box 4005
Abu Dhabi, United Arab Emirates
Superintendent: Mr. James M. Ambrose

U-090 UNITED ARAB EMIRATES, DUBAI
The Jumairah American School
P.O.Box 2222
Dubai, United Arab Emirates
Headmaster: Mr. Roger G. Hove

U-135 UCBWM,
United Church Board for World Ministries
475 Riverside Dr., 16th Floor
New York, NY 10115
Sec'y, O/S Personnel: Ms. Elinor Galusha

U-170 USA,
International School of Minnesota
444 W. County Road D
New Brighton, MN 55112
Director/Operations: Tracy Whitehead

U-180 UNITED STATES, MONTEZUMA, NM
The Armand Hammer United World College
of the American West
P.O. Box 248
Montezuma, NM 87731
President: Mr. Theodore D. Lockwood

U-300 URUGUAY, MONTEVIDEO
Uruguayan American School
Administrative Officer (UAS)
American Embassy
APO Miami, 34035-0001
Director: Mr. William F. Johnston

V-010 VENEZUELA, ANACO
Escuela Anaco
Apartado 31
Anaco, Venezuela
Director: Ms. Francene Conte

V-050 VENEZUELA, CARACAS
Escuela Campo Alegre
American Embassy, Office of Admin.
School Liaison Officer - ECA
APO Miami, 34037
Superintendent: Dr. George G. Takacs

V-060 VENEZUELA, CARACAS
International School of Caracas
M-374
P.O. Box 020010
Miami, FL 33102-0010
Superintendent: Dr. Raymond L. Marshall

V-100 VENEZUELA, MARACAIBO
Escuela Bella Vista
Apartado 290
Maracaibo 4001, Venezuela
Superintendent: Ms. Aloha Perez Moreno

V-120 VENEZUELA, VALENCIA
Colegio Internacional de Carabobo
Apartado 103
Valencia, Venezuela
Superintendent: Mr. Frank Anderson

V-130 VIRGIN ISLANDS, ST. CROIX
St. Croix Country Day School
Rt. #1, Box 6199
Kingshill, St. Croix, VI 00850
Head: Ms. Margery Boulanger

V-150 VIRGIN ISLANDS, ST. THOMAS
All Saints School
P.O. Box 308
St. Thomas, VI 00802
Principal

V-170 VIRGIN ISLANDS, ST. THOMAS
Lutheran Parish School
#1 Lille Taarne Gade
St. Thomas, VI 00802
Director: Mrs. Sandra Olson

INTERNATIONAL SCHOOLS SERVICES
15 Roszel Road, PO Box 5910, Princeton, NJ 08543
Telephone: 609/452-0990
Fax: 609/452-2690

ANSWERS TO QUESTIONS REGARDING RECRUITMENT FOR INTERNATIONAL SCHOOLS

Q ***For what schools does ISS recruit?***

A ISS recruits for approximately 200 international American schools worldwide, including company-sponsored, community-sponsored, and proprietary institutions. In most cases, the curriculum is American-oriented; English is the language of instruction.

Q ***Who attends these schools?***

A Typically, the students are children of expatriate families who work in business, government service, education and other sectors. The enrollment in these schools is multinational and often includes children from the host country. Other than U.S. Department of Defense Schools, for which ISS does not recruit, there are more than 80,000 children in grades K-12 who attend American and international schools overseas. On average, the American population in these schools constitutes about 30 to 50 percent of the total enrollment.

Q ***How large are these schools?***

A The schools vary tremendously in size. ISS has recruited staff for schools with enrollments as low as one and as high as 2,800 students.

Q ***What positions are listed with ISS?***

A Positions are recruited through ISS at all grade levels, K-12, and in all curricular, supervisory, specialized, and administrative fields. ISS has served as a not-for-profit assistance organization since 1955 and is the most well known and widely respected organization of its kind among overseas school personnel.

Q ***What documents are contained in the ISS dossier forwarded to a recruiting school?***

A The ISS dossier consists of the ISS resume (the first 2 pages of the application), the ISS Personal Statement form, and confidential references covering the last ten years of professional experience.

Q ***What percentage of ISS candidates are placed each year through the Educational Staffing services of ISS?***

A Approximately 30 percent (or 350 people) of active ISS candidates are placed annually in American and international schools in all regions of the world.

Q ***What is the range of salaries paid by these schools?***

A Salaries for staff of overseas schools vary considerably. Teaching salaries may range from a low of $5,800 to a high of $50,000 annually. Administrative salaries may range from $25,000 - $60,000 plus annually. The cost of living in the host country, size of school, and isolation of location are among factors affecting salaries. Frequently salaries are paid in host country currencies, sometimes with a percentage paid in U.S. dollars.

Candidates should always consider the total value of the compensation package when considering a position. It is important to determine the following:

1. Is housing or a housing allowance offered?
2. Are shipping and storage allowances provided?
3. Is an overseas or a "settling-in" allowance included?
4. What other benefits are provided?
5. Must local taxes be paid on salary?
6. How does the cost of living in the host country compare to the U.S.?

Q ***What is the length of time for an overseas contract?***

A Most schools require a two-year contract, although some contracts are for one year only. Contracts can be renewed when both the school and employee are in agreement.

Q ***Should ISS Educational Staffing services be used to find a one-year experience overseas?***

A No. Even though some contracts in overseas schools are for one year, the expectation on the part of the recruiting school is that the contract will be renewed for a second year if conditions are acceptable to both the teacher and the school. ISS discourages registration from applicants interested only in a one-year experience overseas.

Q ***Is transportation paid to and from the school?***

A Yes, the school initially pays for transportation one way with return transport provided at the completion of the one or two-year contract.

Q ***How competitive is the process of finding a position overseas?***

A ISS maintains an overall candidate bank of about 20,000 files from which approximately 1,200 candidates are actively pursuing an overseas position each year. Competition for a position varies according to the number of candidates qualified in a particular field. ISS is a not-for-profit organization, not a commercial placement agency and does not guarantee placement for candidates, however ISS accepts as candidates only those individuals whom we believe have a strong potential for placement.

Q ***What are the factors which make a candidate more competitive for overseas placement?***

A One or more of the following variables are major factors in a candidate's success or overseas placement: 1) willingness to consider employment in two or more large geographic regions (e.g. continents); 2) expertise in more than one teaching or administrative area; 3) previous overseas living and/or working experience;

4) evidence of motivation toward development of a multicultural or global perspective in one's personal and professional life; 5) an advanced degree; 6) outstanding references; 7) talents and/or skills in extracurricular activities.

These factors are not ranked in importance but all are considered to a greater or lesser extent by recruiting school administrators.

Q ***Is it important to have current certification in a teaching or administrative field for work in overseas schools?***

A Approximately 70 percent of the schools which recruit through ISS require certification for one or both of the following reasons: 1) the school is accredited by one of the U.S. accrediting organizations such as Middle States Association of Schools and Colleges or 2) work permit requirements of the host country.

Q ***Why are administrative positions overseas the most difficult to obtain?***

A While there is a large number of experienced and qualified administrative candidates, there is a relatively small number of administrative openings each year. Also, previous overseas experience as a teacher or administrator is often a significant factor in the selection process for administrative positions.

Q ***When and where do recruitment trips by overseas administrators take place?***

A Most of the recruiting trips by overseas administrators occur in February and March. To assist both schools and candidates, ISS sponsors two International Recruitment Centers (IRCs) in the U.S. each year and one overseas. In 1990, ISS will sponsor three IRCs: in Boston, MA; San Francisco, CA; and New Delhi, India.

ISS candidacy must be active to register for one of the U. S. recruiting events. ISS candidates who attend one of the IRCs will have the opportunity to schedule interviews with administrators whose schools list vacancies in their teaching or administrative fields.

Q ***Is it important to attend an ISS International Recruitment Center?***

A Our experience indicates that candidates who attend one of our IRCs have a much greater chance of being placed. In fact, at least 75 percent of the candidates who secure overseas employment through ISS do so as a result of interviewing at one of the IRCs. The conference format condenses the recruitment period into a few days and one location thus providing an efficient and cost-effective means of interviewing with overseas school heads.

Q ***Does ISS require a photograph for the ISS candidate file?***

A No, ISS does not require a photograph. However, interviewing administrators prefer to keep a photo of each candidate they interview. These photographs not only serve as a memory prompt for the recruiter, but also may expedite the work permit/visa procedure should a position be offered and accepted.

Q ***How will ISS notify me of an overseas position for which I qualify?***

A When a position is listed with our year-round recruitment service (which is available to schools all year but is most often utilized between March and August after the IRCs), the "active" pool of candidates is screened for ISS applicants who best meet the specifications of the school. The ISS notification of a specific position sent to a candidate includes a brief description of the school and pertinent details regarding salary and benefits.

Q ***Is it necessary for me to notify ISS of my interest or disinterest in positions?***

A No, not generally. ISS sends professional dossiers to the recruiting school and notifies those candidates at the time a position is screened. Dossiers are thus received by the school at approximately the same time that candidates receive notification of the position. School heads then contact candidates in whom they are interested. Sometimes when the recruiting timeframe is limited, ISS will request candidates to call our office if they are interested in a job for which they have received notification.

Q ***How does the school make a decision once my dossier has been sent?***

A If a school director is interested in your candidacy after reviewing your dossier, you can anticipate that she/he may require a personal interview. Candidates are urged to make every reasonable attempt to meet with a recruiting administrator as hiring decisions are strongly influenced by the interview. This interview also gives the candidate an opportunity to acquire as much information about the school, community, living conditions, and so forth, as needed to make a well-informed decision if a contract is offered.

Q ***What happens to my ISS file if I accept employment overseas or if I am no longer actively looking for a position in an overseas school?***

A A candidate's file is placed in "deactive" status when the candidate accepts a position or is no longer seeking a position overseas. Also, candidates who do not return updating papers--sent in the fall by ISS--are assumed to be no longer interested and their files are deactivated. To reactivate, the candidate should inform ISS well in advance so that the necessary file changes can be accomplished before the busy recruiting period begins in December. Files may be destroyed after five years if not kept current.

Q ***What is the reactivation process?***

A In order to activate your file, you must submit completed updating papers to ISS with a $25.00 reactivation fee. Updating references must be requested from current supervisors and submitted directly by the referees to ISS.

[illegible] State [illegible] Agency
[illegible]

[illegible] Abroad
for Educators

Fulbright Teacher Exchange Program

USIA

RAY D. BERNARDI
UPO 937
MOREHEAD STATE UNIVERSITY
MOREHEAD, KY 40351
ISBE/SIEC TOUR ORGANIZER

CFDA Number [illegible]
[illegible] APPROVED [illegible]

[illegible] MATERIAL [illegible] IMMEDIATELY
CLOSING DATE [illegible] 15, 1989 46

THIS IS YOUR INVITATION TO JOIN THE INTERNATIONAL SOCIETY FOR BUSINESS EDUCATION

Please record my name as a member of the United States Chapter of the International Society for Business Education for the year beginning July 1, 19____. The Journals and Newsletters should be mailed to me at this address:

Date

Dr. Mr. Ms. _____

Address _____ State _____ Zip _____

School or Business _____

Address _____ State _____ Zip _____

(See insert for membership dues) Mark the appropriate box below and mail to:
NBEA-ISBE, 1914 ASSOCIATION DRIVE, RESTON, VA 22091 along with the proper membership dues.
Amount enclosed $ _____

☐ Current NBEA member, Desire ISBE membership ☐ New NBEA & ISBE Membership ☐ Collective Membership

ISBE OBJ

The International S
Education is a vital
interests of business

Business educators
sentatives benefit fro
through the following

- To meet business
educators from f
for a week co
problems in ed
change ideas for
education around
- To visit and to o
progressive indu
establishments
countries.
- To serve as a bus
goodwill from the
- To discuss pro
management wit
ness people in
countries.
- To enhance the
developments in
and industrial tra
international leve
- To exchange ide
contacts in forei
- To acquire a bet
the cultures an
countries.
- To establish
involving materia
and business rep

ECTIVES

ociety for Business
link connecting the
and education.

and business repre-
n affiliation with ISBE
opportunities.

people and business
our continents yearly
nference to discuss
ucation and to ex-
advancing business
the world.

bserve operations in
strial and business
in various member

iness ambassador of
United States.

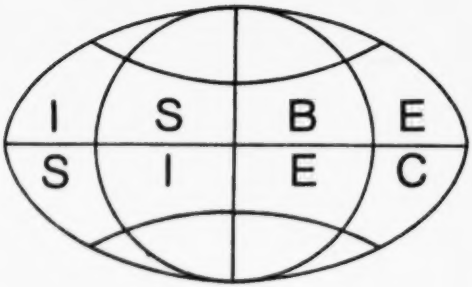
blems of business
h outstanding busi-
various member

knowledge of new
business education
ining at the
l.

as and literature with
gn countries.

ter understanding of
traditions in other

exchange programs
ls, teachers, students
resentatives.



THE INTERNATIONAL SOCIETY FOR BUSINESS EDUCATION

The United States Chapter is
A Division of the
National Business Education Association

And

The Societe Internationale
pour l'Enseignement Commercial

Invites all business educators and business representatives to an important message

THE INTERNATIONAL SOCIETY FOR BUSINESS EDUCATION

The International Society for Business Education serves as the only international business education organization in existence. Both business educators and business representatives benefit from affiliation with the Society.

In 1901 a group of business people and business teachers from 13 nations met in Zurich, Switzerland, to form a new international organization to further develop business education in all countries of the world. They decided to name it The Société International pour l'Enseignement Commercial, which is French for The International Society for Business Education.

All functions of the Society at the international level use the name SIEC while functions of the Society in the United States use ISBE.

PURPOSE OF ISBE (SIEC)

The fundamental purpose of the Society is to form a bridge between business education and business life on an international basis.

WHO SH

Individual Member

Any active or retire
patron who is inte
business education
national and/or inter
ISBE. The membersh
to June 30. Individu
NBEA before they ar

Collective Member

Educational institu
firms including publi
distributors and othe
principles and obj
eligible for collective
benefits of the Socie

International Memb

The present membe
than 2,000 persons
tions: Argentina, Aus
Denmark, England/W
Germany, Holland,
Scotland, Spain, Swe
the United States.

Each country forms
an integral part
organization, SIEC,
Lausanne, Switzerla

The U.S. Chapter
national division of t
Education Associatio
located at Reston, Vi

OULD JOIN

s

d teacher, student or
erested in promoting
at the local, state,
national level may join
ip year runs from July 1
al members must join
e eligible to join ISBE.

s

tions and business
ishers, manufacturers,
rs who subscribe to the
ectives of ISBE are
membership and for all
ty.

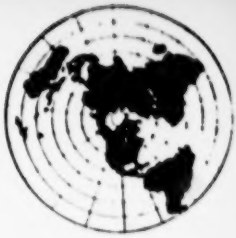
bership

rship in ISBE is more
and firms from 18 na-
tria, Belgium, Canada,
Vales, Finland, France,
Korea, Italy, Norway,
eden, Switzerland, and

its own chapter and is
of the international
, headquartered in
nd.

of ISBE is the inter-
he National Business
n. Its headquarters are
rginia.

SIEC CONFERENCES (COURSES)



International economic courses (conferences) have been yearly events of the Society since 1907, with the exception of the war years. These courses are held in one of the member countries and are generally scheduled the last week in July. Fees for the course and accommodations are nominal.

The delegates meet many outstanding leaders in education, business and government. A well-balanced program of lectures and tours enable the delegates to gain a better understanding of the life and economy of the host country.

MEMBERSHIP BENEFITS

As a member you have an opportunity to share experiences with other dedicated promoters of business education through the following:

1. SIEC journal, INTERNATIONAL REVIEW OF BUSINESS EDUCATION, biannually
2. Chapter newsletters, twice yearly
3. Annual International SIEC Conferences
4. Proceedings from SIEC Conferences
5. Annual ISBE meetings (general membership, reception/banquet, and concurrent sessions) held during the NBEA Convention.
6. ISBE presentations at local and regional professional meetings.
7. Exchange opportunities for materials, teachers, students and business people